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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of January 9, 1975

* * * * * * * * * * * * * * * * * * * *
* NEXT MEETING January 23, 1975 *
* Thursday *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* 9:30 A.M. *
* * * * * * * * * * * * * * * * * * * *

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), Sister Mary Bernadette Giles, Caryl Mezey, Earl Raab, Harvey Wong

Excused: The Very Rev. C. Julian Bartlett, Rev. George Bedford, Joseph Garcia, Rabbi Alvin I. Fine, Louis Heilbron, Leonard Kingsley, Earl Livermore, Curtis McClain, Eduardo Sandoval

Staff

Present: Joan Barr, Jack Casford, Julio Fernandez, Cole Lew, Wayne Redus, Gail Roberts, Edith Witt

Pledge of Allegiance

THERE WAS NO QUORUM FOR THIS MEETING

Approval of Minutes of December 12, 1974 postponed.

COMMUNICATIONS

- From Rita George, Bay Area Women's Coalition, informing she had forwarded a copy of a revised text pertaining to Section 33.4 (1) of a proposed Ordinance for the establishment of a Commission on the Status of Women to Supervisor Dorothy von Beroldingen. The Ordinance was heard before the Board of Supervisors' Consumer Affairs Committee January 7. See report in these Minutes from HRC Commissioner Mezey.

COMMITTEES

EMPLOYMENT

- In the absence of Co-Chairpersons Garcia and Kingsley, Wayne Redus, Coordinator of Employment, introduced the agenda items for reports.

- Beer Distributors/Affirmative Action Project

This was an updating report on the proposal brought before the HRC by the Teamsters Beer Drivers, Local 888 in October, 1974. This local is attempting to obtain an affirmative action agreement with beer distributors in the Bay Area. A report was made to the HRC on December 12, 1974. As a result of the beer distributors' refusal to meet with the HRC (which is seeking to set up a meeting of all parties to try to negotiate a mutually-acceptable affirmative action program) save through their labor consultant representative, the HRC has:

1. moved to try to identify those beer distributors which are, through beer supplier jobs with some of the City's culinary leasees, City contractors, and thus covered under the Nondiscrimination Ordinance, and

2. written to individual beer distributors offering to meet with them separately regarding the affirmative action program. A second letter has gone to the distributors' association, saying the HRC has had unsatisfactory

-more-

results meeting with its labor consultant representative.

- Proposed Resolution on Sears' Mission Street Store

Mr. Redus read in full the proposed Resolution, which would have asked Sears Roebuck and Company (which has announced its plan to close its Mission District store) to:

1. Extend the closing date six months to one year to give a chance to local community groups, agencies, etc., to develop proposals on re-merchandising the store and local advertising.

2. Cooperate with the City to upgrade parking and other facilities.

3. Have its Chairman of the Board of Directors, Arthur Wood, directly in touch with local groups in order for them to show the company how this proposal can be implemented.

Mr. Redus reported that local groups, including Mission District residents, and Local 1100 of the Retail Clerks Union, have sought meetings with Sears management and the Mayor. The Chairman of the Board of Sears and other executives reportedly are coming to San Francisco to meet, through the Mayor's Office, on this issue.

*****It was the unanimous agreement of all Commissioners present that a letter be sent in the Human Rights Commission's name, to Arthur Wood, Chairman of the Board of Directors of Sears Roebuck and Company in Chicago, with copies to Mayor Joseph L. Alioto, expressing the salient points of the Proposed Resolution.

- Fifteen City Suppliers/Affirmative Action Report - Ed Vurek

Reports on City Suppliers (monitored by the HRC for compliance with the Nondiscrimination Ordinance) are not as subject to simple categories and comparisons as a group of companies in the same business. There are diverse businesses with different job categories being prominent. There are new businesses added to the list of suppliers continually. This report concerns companies the HRC has worked with on some specific basis. These companies include paper and envelope suppliers, a law book publisher, milk companies, a hospital supplier, business machine suppliers, and petroleum and automotive (truck) suppliers. A report including an overall view and breakdown of all companies on the suppliers list, will be made by the HRC at a later date.

The usual method of selecting companies to monitor is to examine the purchasing department lists. However, the City does such a large amount of business with such a variety of companies, priority for selection using this method becomes a problem. Another method has become effective in the past few months. Several community referral agencies have been funded specifically for affirmative action recruitment. These agencies have reported problems with certain companies. If these companies are City suppliers, they become immediately subject to monitoring. Several new HRC contracts with employers have recently resulted from such reports by community agencies.

The statistical data (Mr. Vurek referred to a chart) reveals familiar patterns. Minorities are increasingly represented in the overall workforce (26.6% compared to 22.3% last year). The majority of the jobs held by minorities are clerical level, and mainly filled by women. Minority males tend to be represented in the semi-skilled, laborers and service categories. Women are, of course, well-represented at the clerical level. The priority for affirmative action will be getting minorities and women above the clerical level (officials and managers, professionals, technicians and sales). Since these jobs, in large measure, tend to be promotional, women within the companies are an available resource. The lack of minority males necessitates acceleration of entry-level hiring and more active outside recruitment for above-clerical jobs.

An increasing problem is that many companies have filed "approved" affirmative action programs with Federal government agencies. These generally meet the standards for necessary elements in a program. However, the Federal agencies approve certain measures within a program that the HRC does not. For example, the Federal government allows use of the Standard Metropolitan

Statistical Area (SMSA) which covers San Francisco-Oakland, as a basis for establishing goals in a San Francisco business. The HRC prefers use of City and County population figures. Also, some companies project hiring resources on the basis of "new" jobs. If a firm expected to expand from 300 to 310 employees in a year, their goal is based on 10 jobs. A company of this size, considering turnover, probably will hire 40 to 50 people in a year. The HRC feels that the goal should be based on the larger, more realistic, resource. Companies are allowed by Federal agencies to use "availability" statistics to determine how many minorities and women are available in specific job categories. This merely means how many are in these jobs now. If, as the HRC contends, the number of minorities and women in these jobs now is a result of past discriminatory practices, then future goals can hardly be based on such "availability" figures. The fact that these companies have "approved" programs makes them reluctant to accede to HRC requirements.

The statistics compiled by the HRC on the fifteen suppliers, indicate an overall minority increase of 4.3%. The 44.6% hiring rate over the 12-month period is responsible for this increase and must be maintained to insure continuous progress. This indicates a high turnover rate. Record keeping in this area should include reasons for termination. However, the use of the SMSA as a base for goals puts the companies near the SMSA minority population of 28% already.

The priority areas are minorities and women above clerical levels Participation of minorities (13.2%) and women (19.8%) is far below both population and labor market figures. Women are about 40% of the labor market at present. Emphasis on identification of promotable minorities and women, and referral to up-grading programs are essential to the success of affirmative action programs, Mr. Vurek stressed.

In recruitment these suppliers generally have lists of minority recruitment agencies, but records indicate inadequate use of them. The present remedy for this situation is specific referral of recruitment agencies to the appropriate staff at the companies. The purpose is to develop a strong working relationship. If specific remedies are required, emphasis will be placed on an agency representing a particular community. Several groups (Chinese for Affirmative Action, Mission Hiring Hall and the Manpower Development Center) have been funded especially for affirmative action recruitment and referral.

Along with the HRC Recruiters, serving all ethnic communities in San Francisco, these groups form a strong nucleus of minority referral agencies. Similar measures are taken to develop a company's relationship with women-oriented referral agencies. Advocates for Women has one of the most active referral programs for women.

The problem of promotion requires more attention on the part of supervisors and department heads, Mr. Vurek said. Identification of minority and women employees with promotional potential must be a requirement. Instead of the usual dissemination of information on promotional opportunities (i.e. posting a notice), minorities and women have to be encouraged personally to apply for promotion, and to take courses and available training prerequisites to promotion. Goals must be established for increasing minorities and women in above-clerical positions, and these goals monitored regularly.

Complete records on hiring, promotions, and terminations are a necessary element of an effective program. The companies with Federal agency-approved programs are required to keep adequate records of this type, but it is doubtful if the reports are closely analyzed. The affirmative action file is an effective method of creating a pool of strong minority and women candidates for entry positions and promotion. Though most companies establish such files, more attention must be paid to their use. Mr. Vurek said, the HRC now requires details on promotion activity by the companies it monitors.

The majority of the suppliers in this report have affirmative action programs with the problems outlined above. Without modification, they would be in violation of the City and County's Nondiscrimination Ordinance. The companies have shown a willingness to negotiate certain modifications. They are generally open to strengthening relationships with appropriate referral agencies, developing specific procedures for identifying promotable minorities and women, increasing goals, and more detailed record-keeping. Areas of reluctance include using San Francisco as the base for goals, and inclusion of

"sexual orientation" as a category. Another requirement that employers question is the breakdown of the Asian category into Chinese, Japanese, and Filipino. The HRC feels this is necessary because of the sizable Asian communities in San Francisco. Employers are reluctant to ask employees to self-identify and feel that visual identification would be impossible.

An evaluation of the OFCC (Office of Federal Contract Compliance) by the U.S. Commission on Civil Rights provides support material for the problems described in this report. OFCC is the prime administrator of the Federal contract compliance program. OFCC has delegated the responsibility of implementing program goals to 19 Federal agencies. They are supposed to provide these agencies with guidance and leadership, and monitor and evaluate their performance. The gist of the report is that OFCC has set ultimate goals in a general way, but has not developed specific, goal-related methods for determining the availability of minority and women workers, or securing increased participation of minorities and women in up-grading and promotional programs. The reasons for this include insufficient budget for staffing, and and the reluctance of the U.S. Department of Labor, as OFCC's parent agency, to quickly approve policy directives which would provide essential guidance and leadership to compliance agencies.

The report also points to lack of adequate use of utilization analyses which indicate where minorities and women are under-utilized in specific job categories, i.e., officials and managers, professional, technician, etc. The common measures of compliance are total employment gains of minorities and women. There is no adequate gauge of participation in specific job categories.

The report cites inadequate report systems for measuring program effectiveness. The information is not required often enough and is not sufficiently informative to evaluate a company's progress, Mr. Vurek said.

The problems caused by inadequate budget for Federal compliance agencies cannot be denied. However, increasing numbers of companies are being contacted and "reviewed" by Federal compliance agencies. When such a company's affirmative action program is "approved" by a Federal agency, there is a resistance when a local agency requires a more specific program.

Mr. Vurek responded to questions from Commissioners Medearis, Wong, Mezey, and Raab following his formal presentation.

- Commissioner Medearis commented that perhaps the HRC could contact top Federal authorities regarding a meeting to discuss difficulties the HRC may be finding in carrying out its affirmative action monitoring and compliance work and detailing some of the local agency problems and conflicts outlined by Mr. Vurek.

- Hunters Point Shipyard

This report was postponed to a later meeting.

YOUTH AND EDUCATION
Sister Bernadette Giles and Caryl Mezey, Co-Chairpersons

- The Operation of the San Francisco Unified School District's Bilingual Task Force - Commissioner Mezey

Commissioner Mezey submitted the following report, prepared by Bilingual Task Force on Lau vs. Nichols, Richard Cerbatos, Chairperson. Mr. Cerbatos had discussed this work at a recent Youth and Education Committee meeting.

Outline of the "Lau vs. Nichols Task Force" - Process of being constituted and its approach to development of the Bilingual Master Plan.

On January 21, 1974, the Supreme Court unanimously ruled that the San Francisco School system illegally discriminated against some 1,000 non-English-speaking Chinese students by failing to help them surmount the language handicap.

Following the above ruling, forces within the communities closely affected by the Bilingual Programs began a drive to have the School District adopt a policy of upgrading and expanding its present program with a well

thought out master plan. It was felt that any master plan should have input from parents of students in the program, parents of children in the S.F.U.S.D. and community people sensitive to the needs of Bilingual Education.

The drive meant working toward access to media, contacting Board Members, gaining support of civic organizations and support of the communities most affected by the program.

It was not until April 15, 1974 that the S.F.U.S.D. called a meeting of people from various advisory committees to Bilingual Programs, to formulate an Advisory Committee for the Lau-Nichols Master Plan.

People attending the meeting had a working knowledge of the function of Advisory Committees and articulated a need for stronger roles in the development of the Master Plan. The Advisory Committee status as has been experienced before can degenerate into a committee that does not have serious input and ends up being a "rubber stamp" for staff proposals. This meeting ended with the motion to have the School Board adopt a resolution reconstituting the Advisory Committee to a Task Force to work in concert with the Superintendent of Schools.

This resolution was then taken to the School Board and was finally adopted on May 14, 1974.

About this same time the need for a consultant to assist the Task Force was sought and funds were appropriated to contact the Center for Applied Linguistics. The Task Force now proceeded to develop the Master Plan.

The first meetings with the Center for Applied Linguistics were to discuss the elements that make up a Master Plan and get the basic mentality of the Task Force. These were long meetings but we finally progressed to the point where the Center could put something on paper.

Our format has been to receive a component, review it and send back responses in two week periods.

We are now at final stages of this program and expect to have a final document from the Center by the end of January. At this time together with the hard data from the S.F.U.S.D. we expect to enter into the last leg of the complete Master Plan.

The roster of the members of the Task Force is as follows:

BILINGUAL TASK FORCE ON LAU VS. NICHOLS

Mr. Dick Cerbatos
Mr. Alex Exclamado
Mr. Anselmo Revelo
Mr. Sid Valledor
Mr. Nob Fukuda
Mrs. Phyllis Matsuno
Miss Naomi Nishioka
Mr. Jerry Honda
Mr. Albert Lewis
Mrs. Carlota del Portillo
Mr. Robert Lopez
Mrs. Rita Alviar
Mrs. Audrey McCamant
Miss Dorothy Yee
Mr. Benjamin Tom
Mr. David McGrath
Miss Wai Lam Ng
Mr. Harold Yee
Mrs. Billie Leong (Banford)
Mr. Richard Soto

Alternates
Mr. Ling-chi Wang
Mr. Bernard Hata
Mrs. Yasuko Morimoto
Mrs. Judy Hudacek
Miss Francene Lum
Mrs. Dian Verdugo

Board Representatives
Mrs. Yolanda Woo, appointed by Dr. Sanchez
Mr. Anthony Taormina, appointed by Dr. Dolson
Dr. Serene Low, appointed by Dr. Hopp
Ms. Hannah Suhr, appointed by Lucille Abrahamson
Mr. Henry Lee, appointed by John Kidder
Mrs. Verna Tam, appointed by Fr. Reed

Commissioner Mezey said the Task Force was concentrating on the bilingual approach, believing that the English-As-A-Second-Language program was insufficient to comply with the Supreme Court decision in Lau vs. Nichols.

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The report the Task Force will present to the S.F.U.S.D. at the end of January will include a program of in-service training, cost analysis, and a hiring-techniques program. Commissioner Mezey said the Youth and Education Committee thus far has taken no action on the Task Force report. The Committee, said Commissioner Giles, will wait until the Task Force report is complete and ready for submission to the Board of Education before commenting on its specifics, though the Committee will prepare its own recommendations on Bilingual Education at its February 6 meeting. She mentioned that there are varied positions on the Youth and Education Committee regarding Bilingual Education programs and the scope of their services.

- Commissioner Raab stated that given the divergent positions on Bilingual Education of the members of the Committee the HRC still had basic commitments regarding integrated education and the schools' responsibility for preparation for the job market.

- Students Rights and Responsibilities Manual Evaluation

This evaluation study was done by Mike Symkowick, a San Francisco State University intern with the HRC last Fall.

The third annual evaluation of the operation of the Students Rights and Responsibilities Manual was conducted in the Fall of 1974. For the first time, each of the secondary schools, other than the special schools, was contacted. Randomly-selected students and teachers were given questionnaires to complete anonymously and return by mail; the administration was interviewed. Mr. Symkowick worked under the supervision of Ms. Gail Roberts, Chairperson of the Evaluation Subcommittee of the Students Rights and Responsibilities Manual Advisory Committee and under the overall direction of Mr. Walter Phillips who heads the implementation of the Manual for the San Francisco Unified School District.

Each of the secondary schools has designated a school site appeals board and technically remains in compliance with the Manual. The students, of course, may institute other means of resolving grievances and the appeals board is viewed as the final resource at the site level. Many schools have codified counseling procedures where students may voice grievances and receive guidance. In most secondary schools, familiarity with the Manual is quite deficient; this finding has persisted through the three yearly evaluations. Repeating earlier recommendations, including those in the recurring Board resolutions to make students aware of their rights and appeals procedures, this report suggests that perhaps student interest could be created through the use of bulletin boards, school newspapers, and assemblies. Other procedures, recommended previously but not yet implemented, are as follows: (1) incorporation of the Manual into Social Sciences curriculum; (2) explanation of the school's appeals procedure as a part of every orientation process at the 7th and 10th grade levels and, to the extent possible, to student transfers; (3) receipt of a copy of the Manual summary by secondary school students and their parents; and (4) the availability of the full text of the Students Rights and Responsibilities Manual and the summary in locations such as the school library, the main office, the students' bulletin board, the counseling and head counselor's office, and the Principal's office.

One change in procedure is recommended for adoption by the San Francisco Board of Education. When a student is in the process of being suspended, the student must be informed of the appeals procedure and is to complete a form initiating an appeal or waiving the right to appeal. If the behavior leading to the suspension does not involve danger to the student or to others, the implementation of the suspension should be held in abeyance, pending the outcome of the appeal. While the student is obviously not required to use the appeals process, he must be made aware of the appeals procedure.

An additional means of publicity is recommended for adoption by the San Francisco Board of Education. The secondary school site administrators should receive an orientation annually as to students' rights and appeals procedures, the elementary school site administrators should receive an orientation annually as to students' rights and to any procedures which may be developed for that level.

Commissioner Giles said that the Manual is considered a model in the nation, but that this survey found that San Francisco youth are not all that

familiar with it. She praised the thoroughness of Mr. Symkowick's survey. He found, she said, that the Manual, by and large, does not have much direct influence on the daily lives of the students, at least from the point of view of the students. Some of this survey's recommendations have been made before, but need repetition. For example, many parents say that they have never seen a copy of the Manual (Recommendation #3 above), but there could be different explanations for this, since control measures to guarantee that parents see materials provided for them through students are not air-tight.

HOUSING AND URBAN DEVELOPMENT

In the absence of Commissioner Heilbron, who was ill, Edith Witt, HRC Housing Representative, and Anne Rubenstein, volunteer, introduced this report.

- "San Francisco, Where Do Your Children Live?" - A journal of interviews and apartment-searching, conducted and written by Anne Rubenstein, a volunteer worker for the HRC.

Ms. Witt recalled the defeat, at the Board of Supervisors in March of 1974, of a proposed Ordinance to Prohibit Housing Discrimination Against Families with Children. The HRC at that time adopted a statement of reaction, reading in part "The problem remains. The problem of a decent place for families with children to live in San Francisco has not gone away...The Human Rights Commission urges the Board of Supervisors to reconsider this measure. We believe the parents and organizations that supported this ordinance will continue to seek a solution. The Human Rights Commission offers its assistance in their search."

Ms. Witt said she wished that the Board of Supervisors might be made aware of the tensions in this community on this issue that are the basis for the many calls received by her office. The survey was undertaken in order to document the problem and make more people aware of its critical nature.

The 24-page survey has been distributed widely, and which was this day the subject of an article in the San Francisco Chronicle by Maitland Zane, whom Ms. Witt thanked. It chronicles six weeks of investigation through interviews of the status of discrimination against families with children in rental housing in San Francisco. Ms. Rubenstein contacted 22 individuals and organizations, and she concluded her study by personally trying on her own through use of want ads and real estate agents to find an apartment that would accept children. She wrote..."(I) learned really firsthand that the City of St. Francis does not welcome children. I have not met a person yet who does not deplore the prospect of San Francisco becoming a City without children. That is a long-range prospect and deserves sober attention; but there is an immediate problem that calls for immediate action, namely, housing for the poor and moderate-income families of San Francisco."

Ms. Witt stressed that the response to those who say that apartments are unsafe places for children to live in is that apartments, many of them substandard, (unsafe, unsanitary) are, in fact, where many San Francisco children <u>are</u> living. The survey, she said, points out what families are doing in the face of opposition by rental property owners, and in a City where the low and moderate-income housing stock continues to disappear.

Ms. Rubenstein described her methods of doing the survey, and organizations she contacted. She found, she said, that the problem is not confined to any one income group, but faces even those who can afford expensive housing. All public housing is filled, she said, so this is a resource that simply does not exist. Families who cannot afford to move out of the City have to remain in substandard or inadequate housing and continue their search.

According to the City's Code Enforcement office (Bureau of Building Inspection), Ms. Witt stated, buildings that are in compliance with codes are safe for <u>people</u> including children (this vis a vis the position of some real estate interests that apartments are unsuitable and unsafe for children); and she added that many people note that at present, places that will accept children often are so undesirable that they cannot be rented to people without children.

- Committee Report - Commissioner Medearis

In response to a letter from Ms. Elouise Westbrook, Chairperson, Bayview-Hunters Point Joint Housing Committee, to the HRC and read at its December 12, 1974 meeting regarding the HRC's earlier resolution urging that the U.S. Department of Housing and Urban Development not demolish 191 units of public housing at Hunters Point known as Hunters Point "A", a special meeting was held January 7 by the Housing and Urban Development Committee. Ms. Westbrook had asked to discuss this with the Commission.

A large number of Hunters Point community representatives attended this special meeting, along with Commissioners Heilbron, Medearis, and Sandoval, HRC staff, and representatives of the Housing Authority and the Redevelopment Agency.

After full discussion of community attitudes on this issue, it was agreed that the original HRC position should not be changed, but that HRC would reaffirm its stand (shared with the community) that:

1. The 191 units not be demolished, and

2. Construction proceed on new housing units in Areas 4 and 5 of the Hunters Point redevelopment project.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Mission Neighborhood Health Center.-Matt Vasquez

Mr. Vasquez's presentation was postponed. Mr. Vasquez will be asked to meet with the Social Programs Committee first.

NATIVE AMERICAN ADVISORY COUNCIL

- Committee Report

Commissioner Livermore was absent, and the report was postponed.

- Commissioner Mezey reported that the Board of Supervisors' Urban and Consumer Affairs Committee on January 6 reported a "do pass" recommendation on the proposed Ordinance to Establish a Commission on the Status of Women. It will be on the Board of Supervisors' agenda January 13. The proposed Ordinance includes some wording changes worked out with Director Becker. The recommendation for an advisory committee was deleted. The Commission would be made up of eleven, not fifteen, members. The appointment procedure was simplified.

*****Commissioner Wong requested copies of the proposed Ordinance for the members of the HRC.

DIRECTOR'S REMARKS

- Director Becker was absent due to illness. Gail Roberts, Coordinator of Community Relations, announced that the Multi-Culture Institute will sponsor a National Multicultural Conference at the San Francisco Hilton Hotel, May 2 and 3, 1975.

- Ms. Roberts noted the long lines of applicants at 45 Hyde Street that morning stretching for more than a block, seeking the Federal public employment jobs recently announced.

- Wayne Redus, Coordinator of Employment, noted that HRC staff is actively involved in working with the Mayor's Manpower Office on the public service employment project.

NO REMARKS FROM THE AUDIENCE

- Commissioner Medearis noted that Chairperson Bartlett has been ill, but has been released from the hospital and is recuperating. He expressed the HRC's wishes for his recovery.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, January 23, at 9:30 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, January 16, 1975 9:30 a.m. Cathedral House Library Grace Cathedral 1051 Taylor Street
Youth and Eudcation	Thursday, January 16, 1975 3:30 p.m. Cathedral House Library Grace Cathedral 1051 Taylor Street
Housing and Urban Development	Tuesday, January 28, 1975 12:30 p.m. HRC Offices, Room 509 1095 Market Street
Police Liaison	Wednesday, January 15, 1975 4:00 p.m. HRC Offices, Room 509 1095 Market Street
Social Programs	Tuesday, January 28, 1975 10:30 a.m. HRC Offices, Room 509 1095 Market Street

Adjournment

Respectfully submitted,

William Becker
via Jack Casford

WB:JC:cc
1/17/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the meeting of January 23, 1975

* * * * * * * * * * * * * * * * * * * *
* NEXT MEETING February 13, 1975 *
* Thursday *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* 9:30 A.M. *
* * * * * * * * * * * * * * * * * * * *

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), Rev. George Bedford, Mary O. Ganotise, Sister Mary Bernadette Giles, Louis Heilbron, Ben L. Hom, Earl Livermore, Caryl Mezey, Earl Raab, Eduardo Sandoval, Harvey Wong

Excused: Rev. Julian Bartlett, Rabbi Alvin I. Fine, Joseph Garcia, Curtis McClain

- Commissioners Mary O. Ganotise and Ben L. Hom were attending their first meeting, but did not participate in voting because their formal swearing-in by Mayor Alioto would not be until January 24. They were welcomed to the HRC by Vice-Chairperson Medearis.

Pledge of Allegiance

Approval of Minutes of January 9, 1975

COMMUNICATIONS

- From U. S. Representative Don Edwards, acknowledging HRC support of the Bilingual Courts Act, and announcing February hearings scheduled before his Judiciary Subcommittee on Civil Rights and Constitutional Rights on this legislation, which he has co-sponsored.

- From Charlene Daigre, Affirmative Action Officer, Bay Area Rapid Transit District, thanks for the participation of HRC staff members Susan Heller, Ed Vurek, and Wayne Redus in a series of Affirmative Action Awareness Seminars sponsored by BART.

- From San Francisco Supervisor Dorothy von Beroldingen, a copy of a draft of the proposed ordinance creating a Commission on the Status of Women, containing amendments and changes with both the Mayor's Committee on the Status of Women and the Bay Area Women's Coalition agreed to. This Commission was established subsequently by Board of Supervisors action.

- From San Francisco Supervisor Robert H. Mendelsohn, stating his support of the ordinance to establish the Commission on the Status of Women.

- From Eneas J. Kane, Executive Director, San Francisco Housing Authority, announcing that in response to an HRC letter of December 11, 1974 regarding the Housing Authority employment application form containing the question "Have you ever been arrested, indicated or convicted (except for traffic ticket)?", the Housing Authority has reviewed the form and the question has been changed to "have you ever been convicted" ---deleting the question of arrest or indictment.

- From Chairperson Bartlett, forwarding an invitation to the Mayor's Prayer Breakfast scheduled for February 4. Dean Bartlett will be unable to attend due to his recuperation from an illness.

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COMMITTEES

NOMINATING
Earl Raab, Chairperson

Besides Commissioner Raab, the Committee consisted of Commissioners Curt McClain, Caryl Mezey, and Eduardo Sandoval.

It was

*****m/s/c that the HRC elect Commissioner Victor L. Medearis as Chairperson of the HRC for 1975, and that Commissioner Louis H. Hellbron be elected Vice-Chairperson.

EMPLOYMENT
Harvey Wong, Temporary Chairperson

- Survey of San Francisco Commissions, Agencies & Boards - Ed Vurek

This survey (with supportive statistical tables which are attached to these Minutes) is part of the HRC's annual ethnic survey of the City workforce. The findings are as of October 31, 1974. The last previous survey of these bodies was in December of 1972, with which current figures are compared.

On the 27 commissions, boards and agencies covered, the total number of members has risen from 1972's 222 to 1974's 243, due largely, said Mr. Vurek, to the creation of the Commission on the Aging. The total minority participation through membership has risen since 1972 by only .05%, from 23.8% (53) to 24.3%, (59). The total number of women in 1972 (44) or 19.8%, had risen to 51 or 21%, up 1.2% as of last October 31.

Since 1972 the Airport Commission has added a minority appointee, and the Board of Permit Appeals has added a minority woman appointee (herself formerly a member of the Human Rights Commission).

Mr. Vurek pointed out that the Human Rights Commission, since October 31, had two new appointments, one a minority woman and the other a minority male. A minority also has been appointed to the Library Commission.

As of October 31, however, six (Fire and Port Commissions, Parole, War Memorial, and Retirement Boards, and Health Service System) had no minorities or women as members.

Mr. Vurek also noted that there were, as of October 31 also, no women on such important bodies as the Civil Service, the Airport, Police, Port and Public Utilities Commissions.

- 1974 Christmas Jobs Report - Melanie Jenkins

Attached to these Minutes are statistical breakdowns included as part of Ms. Jenkins' report.

This report on the 1974 Christmas job situation is almost a re-run of 1973's report. The situation has not changed substantially with the whole industry and as a result is the same with the Christmas program. The jobs made available originally were more this year (5 more for a total of 100). This was because of the participation of a few more stores, but a number of problems resulted in fewer hires this year. Due to the short time lapse between notification and the first day of interviews, the HRC was able to send only 72 instead of 80 people to Macy's which resulted in 33 hires instead of 40. Due to confusion about the Emporium's strict availability criteria, 95 were referred to get 20 hired. Joseph Magnin only participated through the main office and not the branch stores so only 2 persons were hired. I. Magnin's personnel department also was dealing with other "disadvantaged" programs and so chose their people on the basis of "most need" rather than on a pre-commitment to the HRC. Woolworth complained of a great number of no-shows because their program starts so late - interviews are in the first week of December. A few of the smaller stores, (Maison Mendessole & Bullock & Jones) which participated last year, did not participate this year. They originally offered one job each, but eventually did

not participate because of the expected smaller shopping volume.

The major problems with the 1974 program are the same problems the HRC ran into in 1973 namely:

1. Poor communication of qualifications; there is confusion about what disadvantaged means, and there are different criteria from store to store on "appearance," availability and scheduling, "attitude," arrest records, etc. The HRC had recommended some kind of standardization, but this was never implemented.

2. The small number of jobs offered. Still only a "drop in the bucket."

3. Commitment - This is not a program greeted with overwhelming enthusiasm by stores, Ms. Jenkins said. The HRC recruiting staff literally does nothing else but recruitment for jobs that are: a) low-paying; b) dead-end; c) part-time; d) extremely temporary, for about 6 weeks. This is not part of an on-going affirmative action program and only infrequently does this type of employment lead to full-time permanent work and the HRC can't seem to get reports on when this does occur.

4. The unavailability of store-by-store statistics and of an affirmative action commitment make it impossible to determine whether or not this program has any permanent effect on the minority workforce of the stores. There seemed to be a somewhat significant change in the stores' policies regarding arrest records. This was because of a real push on the part of HRC for clarification and definition of policy regarding arrests and convictions, at least for the purposes of this program. This year, the stores were at least willing to interview persons with arrest and conviction records. Only 5 out of the 14 people with arrest and/or conviction records were hired by the stores, however. The arrests and convictions were as follows: 7 were juvenile arrests; in 3 cases the charges were dropped; 1 not convicted; and 3 convictions. The convictions were: 1 Battery, 2 Civil Rights convictions, (1 for trespassing and 1 for assaulting an officer). The latter three applicants were hired.

Recommendations:

As Coordinator of this project, Ms. Jenkins said her recommendations are substantially the same as those at the end of the report in 1973:

1. That the number of jobs and number of stores participating be increased.

2. That the requirements for employment be standardized so that they are the same for each store and in addition that we have some input (in a joint meeting, for example) as to what those requirements are.

3. That the program be made part of an on-going, year-round Affirmative Action program designed to bring minorities into all levels of the retail industry.

4. That theprogram be extended to high school and college students.

After discussion of a further recommendation to discontinue HRC participation if the above recommendations could not be implemented, it was

*****m/s/c that the HRC approve the above four recommendations.

This was with the understanding that the HRC would investigate actively a community agency to act as the recruitment and referral source in the future.

- <u>Department Stores' Affirmative Action Status</u> - Frank Anderson

(Mr. Anderson said that the San Francisco Retailers' Community Relations Group had been invited to send representatives to hear this presentation, but they apparently had not been able to do so.)

Since June 1973, the HRC has been negotiating with the San Francisco Retailers' Community Relations Group to develop an affirmation action employment program. This is happening without benefit of the City's

Nondiscrimination Contract Compliance Ordinance (12B) enforcement authority, since these department stores, with minor exceptions, are not City contractors. The SFRCR Group, made up of the twenty major downtown department stores, provides statistics, on a composite Group basis, quarterly to the HRC, and participates in a limited Christmas Job Program for out-of-school youth each year.

Over the past two years, HRC staff has tried unsuccessfully to accelerate expansion of the employment activities with the development of an affirmative action employment program, including a specific request for employment information in a more meaningful form. A lack of both information and a specific comprehensive affirmative action program has hampered the HRC's ability to deal effectively with the needs of the minority communities in regard to retailing employment and the upgrading of women in the industry.

Although minority employment participation has increased from 13% (1963) to 29% in (1974), San Francisco's minority citizens still are under-represented in the retail department store industry. Women, along with minorities, are also under-represented in certain sales and management positions.

It should be noted, said Mr. Anderson, that the statistics (below) bear out the HRC contention that Blacks and American Indians are not participating at their fullest capacity in regards to their numbers in the City of San Francisco and the employment market of the retail industry. The increase in minority employment has been largely due to Asian and Spanish Surname participation. Between 1963 and 1974, the number of Blacks employed in these composite reports has increased only 83, from 672 (5.56%) in January, 1964 to 755 (8.23%) in November, 1974.

January 1964	Total employees	12,082	
	Negro	672	(5.56%)
	other non-white	768	(6.35%)
November 1974	Total employees	9,165	
	Black	755	(8.23%)
	Spanish Surname	660	(7.20%)
	American Indian	24	(0.26%)
	Oriental	1,177	(12.84%)
	Other non-caucasians	44	(0.5%)

Total minority % - 29.01%

Since June 1973, HRC staff and an ad hoc committee of Commissioners has had a series of meetings, collectively and individually, with members of the SFCRG to develop an affirmative action program. Developing an affirmative action program for this industry has been a long and tedious task with wide-based community concern and participation (including Baptist Ministers Conference, Employment Law Center, National Organization for Women, Arriba Juntos, Chinese for Affirmative Action, Japanese-American Citizen's League). In June, 1974 the SFRCRG made a formal presentation to the HRC of a proposed affirmative action plan and requested formal endorsement. The HRC denied the request because the key components of the proposed plan were missing. It was agreed that the SFRCRG would shortly resubmit their proposal to the HRC staff with individual store specifics regarding:

1. "Age and Sex" bonafide occupational qualifications
2. Recruiting System (methodology used by stores)
3. Tests used by member stores
4. Conviction record policy of member stores
5. List of jobs which fall in each job group
6. Practice of upgrading

The importance of obtaining the specific data to be contained in the Appendix is a fundamental affirmative action principle. The requested appendix data requires each store to look individually at its recruiting and hiring policies (written or informal) to see if they are sound and not in violation of the law. This information and procedure also would aid the HRC in relating to the individual stores and the Community Relations Group.

--more-

HRC staff currently is analyzing the specific data submitted by the SFCRG, and a meeting has been scheduled for the first week in February where the HRC and the SFCRG representatives can work out a comprehensive affirmative action employment program.

YOUTH AND EDUCATION
Sister Bernadette Giles and Caryl Mezey, Co-Chairpersons

- Request for Endorsement in Principle of Office of Services for Children - Commissioner Giles

Background information on this subject was provided the Commissioners from excerpts from a November 13, 1974 memo of Ms. John M. Douglas, Chairperson, Family and Children's Advisory Committee, Social Services Commission, to all individuals and agencies interested in the creation of an Office of Children's Services and from the December 4, 1974 letter to the General Manager of the City Department of Social Services from Supervisors Dianne Feinstein and Dorothy von Beroldingen.

The Youth & Education Committee has discussed this subject over a period of some time, and after some years of work by public and private agencies in the community, said Commissioner Giles, it is about ready to become a reality. The Office of Children's Services was created in February, 1969, but without funding. The resolution was re-introduced in April of 1973 with the beginning of Federal revenue-sharing.

It was

*****m/s/c that the HRC endorse in principle the City Office of Services for Children.

POLICE LIAISON
Earl Raab, Chairperson

- Recommendation of Support of Proposition Amending the City Charter Relating to the Size and Composition of the Police, Fire and Civil Service Commissions.

This proposed City Charter amendment is scheduled for discussion at the Board of Supervisors' Legislative and Personnel Committee meeting of February 6. It would increase from three to five the number of members of the above three commissions. The HRC consideration is based on its feeling that such an increase in membership would make it possible to get representation on them of minorities and women. All three, he said, are community-sensitive. The amendment also contains a mandate that "Nor more than a majority of said commission shall be of the same sex."

Del Martin addressed the HRC on behalf of the Bay Area Women's Coalition. She referred to the earlier HRC survey showing the makeup of the City's 27 commissions, agencies and boards. Expansion of these three commissions, she said, would mean that the interests of the majority (since women represent more than 51% of the electorate) shall be heard. From the full Statement of the Coalition from which Ms. Martin spoke, were the observations that:

- the Police, Fire and Civil Service Commissions are the only ones that have only three members; currently they are all male. Most commissions and boards of the City have five members.

- the need for a vigorous affirmative action plan with goals and timetables in all departments of City employees is a reason why women must be represented on these commissions.

- it is expected that women who become elected or appointed to positions in government will reflect their diversity by race, color, creed, religion, national origin, and sexual orientation.

In subsequent discussion, centering on the provision that not more than a majority be of the same sex, a motion by Commissioner Bedford to table action on the recommendation of support was defeated 5 to 3.

It was

-more-

*****m/s/c that the HRC support the expansion of the Police, Fire and Civil Services Commissions from three to five members, in order to promote the possibility of participation of minorities and women on them.

- At this point Chairperson Medearis relinquished the chair to Vice-Chairperson Heilbron.

- It was announced that the new Commissioners (Ganotise and Hom) will be sworn in formally to their office on Friday, January 24 at 9:30 a.m. in the Mayor's Office.

NEW BUSINESS

*****Chairperson Medearis asked that there be formal recognition of the services of Commissioner Bartlett who was Chairperson of the HRC for two terms.

- A number of Commissioners had to leave the meeting at this point.

- Director Becker asked to discuss the Budget the HRC will be submitting to the City, January 31 for 1975. The Budget will include staff positions for each staff member currently funded by the City, and by the Federal Emergency Employment Act, and the Comprehensive Employment and Training Act. A request for a Deputy Director position also will be made again. This would call for an additional payroll of some $275,000.

In the absence of a Quorum, those Commissioners present authorized the Director to submit the proposed Budget and postpone approval and ratification of it to the February 13 HRC regular meeting.

YOUTH AND EDUCATION

- Discussion of Alternative Programs for Neglected, Dependent and Abused Children - Commissioner Mezey

The Committee heard presentations, seeking its endorsement, from representatives of both the Citizens Committee for Alternate Care for Dependent and Neglected Youth, and from the Coleman Children's Corporation of San Francisco. After consideration of each, the Youth and Education Committee agreed not to take a position at this time.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- A report will be made February 13 of the scheduled February 4 meeting with the Pacific Telephone Company regarding telephone emergency services for the non-English-Speaking.

DIRECTOR'S REMARKS

- Commission on the Status of Women

In discussion at the Board of Supervisors on this issue, a point was made that if the HRC were not addressing the discriminatory and other concerns of women, any monies appropriated for a Commission on the Status of Women should be deducted from the HRC's budget. Director Becker, at the request of Supervisor Quentin Kopp, attended the Board of Supervisors' January 20 meeting, and, explained that the HRC's budget had never been increased to add staff to implement the added non-discriminatory provisions for age, handicapped, sex, or sexual orientation. The Board did vote to establish the Commission on the Status of Women, in the original form of the proposed enabling ordinance.

- Director Becker also met as part of a community and labor group, with the Chairman of the Board of Sears Roebuck and Company, Arthur Wood, at the Mayor's Office to represent the concerns of elected officials (State, Assemblymen & Senators, Congressmen & Supervisors) in opposition to the firm's announced plan to close the Mission branch of Sears. The company was unmoved by community pledges to try to help promote the store, which claimed business loss in recent months, and it held to its plan to shut down by January 31st. More than 250 employees will be out of work.

-more-

- Responding to an inquiry of Commissioner Mezey about follow throug by the HRC on making any developer chosen for development of Pier 45 aware of obligations under the Nondiscrimination Ordinance, Wayne Redus reported:

1. Staff has been familiarizing itself with Port Commission procedures for granting leases and contracts.

2. Staff also has talked with Supervisor Barbagelata, former Port Director Bernard Orsi, Port Commissioners, and attended several Port Commission meetings. A new port director, Mr. Thomas Soules, will soon be taking over the position, and the HRC will arrange a meeting with him, and with John Williams, in charge of property development.

- HRC members and community leaders will review with City's progress in affirmative action personnel programs on Monday, February 3 at 8:00 p.m., on Channel 6, Lincoln University Cable Television.

NEW MATTERS

- Commissioner Wong observed that the Parole Board and the Health Service System show no minority representation on the Survey of SF Commissions, Agencies and Boards discussed earlier in this meeting.

*****These and other concerns were referred by Chairperson Medearis to the Employment Committee.

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, February 13, at 9:30 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, February 20, 1975 9:30 a.m. Cathedral House Library Grace Cathedral 1051 Taylor Street
Youth and Education	Thursday, February 6, 1975 3:30 p.m. Cathedral House Library Grace Cathedral 1051 Taylor Street
Housing and Urban Development	Tuesday, January 28, 1975 12:30 p.m. HRC Offices, Room 509 1095 Market Street
Social Programs	Tuesday, January 28, 1975 10:30 a.m. HRC Offices, Room 509 1095 Market Street
Police Lialson	Wednesday, February 5, 1975 4:00 p.m. HRC Offices, Room 509 1095 Market Street

Adjournment

Respectfully submitted,

William Becker
via Jack Casford

WB:JC:cc
Attachments/
2/6/75

DOCUMENTS
SAN FRANCISCO PUBLIC LIBRARY

APPENDIX I

SAN FRANCISCO COMMISSIONS, BOARDS AND AGENCIES AS OF OCTOER 31, 1974

COMMISSION	TOTAL MEMBERS	WHITE		MINORITIES		MINORITY GROUP MEMBERS												
						MALE						FEMALE						
	ALL	MALE	FE-MALE	MALE	FE-MALE	BLACK	SPAN. ORIG.	ORIEN TAL	FILI-PINO	AMER. IND.	OTHER NON-W	BLACK	SPAN. ORIG.	ORIEN TAL	FILI-PINO	AMER. IND.	OTHER NON-W	TOTAL MINORITY
AGING COMMISSION ON	16[1]	09	02	04	01	01	01	01	01	00	00	01	00	00	00	00	00	05
AIRPORTS COMMISSION	05	04	00	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01
ART COMMISSION	09	05	00	02	02	01	01	00	00	00	00	00	01	01	00	00	00	04
BOARD OF ASSESSMENT APPEALS	03	03	00	00	00	00	00	01	00	00	00	00	00	00	00	00	00	01
CENTER OF ASIAN ART AND CULTURE	26	15	08	03	00	00	00	03	00	00	00	00	00	00	00	00	00	03
CITY PLANNING COMMISSION	05	03	01	01	00	00	01	00	00	00	00	00	00	00	00	00	00	01
CIVIL SERVICE COMMISSION	03	02	00	01	00	00	00	01	00	00	00	00	00	00	00	00	00	01
DELINQUENCY PREVENTION COMMISSION	14[2]	06	04	04	00	03	00	00	01	00	00	00	00	00	00	00	00	04
FIRE COMMISSION	03	03	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
HEALTH SERVICE SYSTEM	02	02	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
HOUSING AUTHORITY	07	03	01	02	01	01	00	00	01	00	00	01	00	00	00	00	00	03
HUMAN RIGHTS COMMISSION	14[3]	05	02	07	00	03	02	01	00	01	00	00	00	00	00	00	00	07

APPENDIX I
SAN FRANCISCO COMMISSION, BOARDS AND AGENCIES
PAGE 2

COMMISSION	TOTAL MEMBERS ALL	WHITE MALE	WHITE FEMALE	MINORITIES MALE	MINORITIES FEMALE	MINORITY GROUP MEMBERS MALE BLACK	SPAN. ORIG.	ORIENTAL	FILIPINO	AMER. IND.	OTHER NON-W	MINORITY GROUP MEMBERS FEMALE BLACK	SPAN. ORIG.	ORIENTAL	FILIPINO	AMER. IND.	OTHER NON-W	TOTAL MINORITY
JOINT BOARD OF TRUSTEES, DE YOUNG MUSEUM & PALACE OF LEGION OF HONOR	28[4]	18	09	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01
JUVENILE JUSTICE COMMISSION	15[5]	10	02	02	01	00	01	01	00	00	00	01	00	00	00	00	00	03
MANPOWER PLANNING COUNCIL	28[6]	09	03	15	01	05	05	02	02	01	00	00	00	01	00	00	00	16
PARKING AUTHORITY	05	04	00	01	00	00	00	01	00	00	00	00	00	00	00	00	00	01
PAROLE BOARD	03[7]	03	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
PERMIT APPEALS BOARD	05	04	00	00	01	00	00	00	00	00	00	01	00	00	00	00	00	01
POLICE COMMISSION	03	02	00	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01
PORT COMMISSION	03[8]	03	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
PUBLIC UTILITIES COMMISSION	05	04	00	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01
RECREATION AND PARK COMMISSION	07	05	00	01	01	00	00	00	00	00	00	00	01	00	00	00	00	01
REDEVELOPMENT AGENCY	05	04	00	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01
LIBRARY COMMISSION	07	02	04	01	00	01	00	00	00	00	00	00	00	00	00	00	00	01

APPENDIX I
SAN FRANCISCO COMMISSIONS, BOARDS AND AGENCIES
PAGE 3

COMMISSION	TOTAL MEMBERS ALL	WHITE MALE	WHITE FE-MALE	MINORITIES MALE	MINORITIES FE-MALE	MINORITY GROUP MEMBERS MALE BLACK	MALE SPAN. ORIG.	MALE ORIEN TAL	MALE FILI-PINO	MALE AMER. IND.	MALE OTHER NON-W	FEMALE BLACK	FEMALE SPAN. ORIG.	FEMALE ORIEN TAL	FEMALE FILI-PINO	FEMALE AMER. IND.	FEMALE OTHER NON-W	TOTAL MINOR ITY
RETIREMENT BOARD	07	05	02	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
SOCIAL SERVICE COMMISSION	04[9]	01	01	02	00	01	00	01	00	00	00	00	00	00	00	00	00	02
WAR MEMORIAL BOARD	11	07	04	00	00	00	00	00	00	00	00	00	00	00	00	00	00	00
TOTALS	243	141	43	51	08	21	11	12	05	02	00	04	02	02	00	00	00	59
%	100%	58.0	17.7	21.0	3.3	8.6	4.5	4.9	2.0	0.8	0.0	1.9	0.8	0.8	0.0	0.0	0.0	24.3

1. One vacancy
2. Six vacancies.
3. One vacancy.
4. Two vacancies.
5. Members appointed by the Presiding Judge of the Superior Court.
6. Three vacancies.
7. Appointed by Presiding Judge of the Superior Court.
8. Two vacancies.
9. One vacancy.

TABLE OF STIPENDS

COMMISSION	AMOUNT
AIRPORTS COMMISSION	$100 per month
ART COMMISSION	-----
ASSESSMENT APPEALS BOARD	$100 per month
CENTER OF ASIAN ART AND CULTURE	-----
CITY PLANNING COMMISSION	$15 per meeting
CIVIL SERVICE COMMISSION	$100 per month
DELINQUENCY PREVENTION COMMISSION	-----
FIRE COMMISSION	$100 per month
HEALTH SERVICE SYSTEM	-----
HUMAN RIGHTS COMMISSION	$15 per meeting
HOUSING AUTHORITY	$15 per meeting
JOINT BOARD OF TRUSTEES, DE YOUNG MUSEUM AND PLACE OF LEGION OF HONOR	-----
JUVENILE JUSTICE COMMISSION	-----
LIBRARY COMMISSION	-----
MANPOWER PLANNING COUNCIL	-----
PARKING AUTHOIRTY	$10 per meeting
PAROLE COMMISSION	-----
PERMIT APPEALS BOARD	$15 per meeting
POLICE COMMISSION	$100 per month
PORT COMMISSION	$100 per month
PUBLIC UTILITIES COMMISSION	$100 per month
RECREATION AND PARK COMMISSION	-----
REDEVELOPMENT BOARD	-----
SOCIAL SERVICES COMMISSION	-----
WAR MEMORIAL BOARD	-----

SAN FRANCISCO COMMISSION, BOARDS AND AGENCIES
PAGE 5

COMPARISON CHART

	12-31-72			10-31-74		
	TOTAL MEMBERS	TOTAL MINORITY	TOTAL WOMEN	TOTAL MEMBERS	TOTAL MINORITY	TOTAL WOMEN
COMMISSION ON AGING	N/A	N/A	N/A	16	5	3
AIRPORTS COMMISSION	5	0	0	5	1	0
ART COMMISSION	10	5	2	9	4	2
BOARD OF ASSESSMENT APPEALS	3	1	0	3	1	0
CENTER OF ASIAN ART & CULTURE	29	3	9	26	3	8
CITY PLANNING COMMISSION	5	1	0	5	1	1
CIVIL SERVICE COMMISSION	3	1	0	3	1	0
DELINQUENCY PREVENTION COMMISSION	20	9	5	14	4	4
FIRE COMMISSION	3	0	0	3	0	0
HEALTH SERVICE SYSTEM	3	0	0	2	0	0
HOUSING AUTHORITY	5	2	1	7	3	2
HUMAN RIGHTS COMMISSION	13	6	2	14	7	2
JOINT BOARD OF TRUSTEES DEYOUNG MUSEUM & PALACE OF LEGION OF HONOR	27	1	9	28	1	9
JUVENILE JUSTICE COMMISSION	15	3	3	15	3	3
MANPOWER PLANTING COUNCIL	19	12	3	28	16	4

COMPARISON CHART

	12-31-72			10-31-74		
	TOTAL MEMBERS	TOTAL MINORITY	TOTAL WOMEN	TOTAL MEMBERS	TOTAL MINORITY	TOTAL WOMEN
PARKING AUTHORITY	5	1	0	5	1	0
PAROLE BOARD	1	0	0	3	0	0
PERMIT APPEALS BOARD	5	0	1	5	1	1
POLICE COMMISSION	3	1	0	3	1	0
PORT COMMISSION	5	1	0	3	0	0
PUBLIC UTILITIES COMMISSION	5	1	0	5	1	0
RECREATION & PARK COMMISSION	7	1	1	7	1	1
REDEVELOPMENT AGENCY	5	1	0	5	1	0
LIBARY COMMISSION	7	0	4	7	1	4
RETIREMENT BOARD	3	0	0	7	0	2
SOCIAL SERVICE COMMISSION	5	2	1	4	2	1
WAR MEMORIAL BOARD	11	0	3	11	0	4
	222	53	44	243	59	51
		23.8%	19.8%		24.3%	21%

GRAND TOTALS (1973)

Jobs made available	91
Persons referred	214
Persons hired	95

GRAND TOTALS
(1974)

Jobs made available	100
Persons referred	239
No shows	34
Hired and refused	3
Hired and working	81
	84 - TOTAL HIRES

1974: Persons referred with arrest and/or conviction records 14
Persons hired with arrest and/or conviction records 5
% OF TOTAL HIRES 5.95

GRAND TOTAL HIRES

CATEGORY	1973 TOTAL		1974		TOTAL	
	Number	%	M	F	Number	%
SP. ORIGIN	21	22.11	3	6	9	10.72
BLACK	37	38.95	18	27	45	53.50
CHINESE	12	12.63	3	8	11	13.10
JAPANESE & OTHER	5	5.26	2	1	3	3.57
NAT. AMERICAN	1	1.05	-	1	1	1.19
PHILIPINO	19	20.00	4	6	10	11.90
OTHER			-	5	5	5.95

MJ:bct
1-14-75

REGISTRATION FORM

ME: _____
(Please print)

DDRESS: _____

GENCY OR SCHOOL: _____

GENCY ADDRESS: _____

GENCY TELEPHONE: _____ REGISTRATION FEE ENCLOSED: $_____

Please make reservations for me at the Hilton Hotel, arriving May_____, 1975 and departing May_____, 1975

Main Building: Single ( ) Double ( ) Suite ( )
Tower Building: " ( ) " ( ) " ( )

ATE: _____ SIGNED: _____

Mail to: Multi-Culture Institute
1900 Pierce Street
San Francisco, California 94115
Telephone: (415) 563-6404

This conference has been formally and officially sanctioned by the State Superintendent of Public Instruction. Local, federal or state funds may be used to cover actual expenses including travel incurred in attending the conference.

We are advised that on May 2nd and 3rd there will be eight other conferences or conventions meeting in San Francisco. We would, therefore, suggest that hotel accomodations be reserved well in advance of the conference.

A CALL TO CONFERENCE

MULTI-CULTURE INSTITUTE
1900 Pierce Street
San Francisco, California 94115
(415) 563-6404

THE MULTI-CULTURE INSTITUTE
INVITES YOU
TO ATTEND IT'S NATIONAL MULTICULTURAL CONFERENCE

SAN FRANCISCO HILTON HOTEL
MAY 2, 3, 1975

WORKSHOPS AND PANELS (partial list)

1. The San Francisco Multi-Culture Program, Ethnicity and Self-Image

2. Culturally Biased Testing

3. Busing: Its Effects On A Community. Are There Viable Alternatives? A Close Look At The Boston Scene

4. Parent Involvement In Multicultural Programs

5. How Do We Develop A Relevant Multicultural Program For The Total Population?

6. Multicultural Programs From The Perspective Of The Various Ethnic Groups

7. Multicultural Linguistics

8. Are Bi-lingual, Bi-cultural and Multicultural Programs Compatible With Each Other? Do Bi-lingual, Bi-cultural Programs Provoke Competition Between Constituent Groups For Funds?

9. Can Multicultural Programs Alleviate: Inter-racial Confrontations? Delinquency? Suspensions and Expulsions? Drop-Out Problems?

10. Can The Teaching Of Culture Be Separated From Religious Instruction?

11. Sexism, Its Definition And Implications For Multicultural Programs

12 Implications Of The Detroit School Decision and Serrano v. Priest

13. Those Aspects Of Education Which Constitute Institutional Racism

14. Changing The System To Accomodate Multicultural Programs, Counteracting Resistance To Change

15. Funding Multicultural Programs

16. The Claim That Multicultural Education Promotes Inverse Racism. Is Multicultural Curriculum Academic In Content?

SPEAKERS AND PANELISTS (partial list)

Mr. Julian Bond, Senator, Atlanta, Georgia
Mr. Carl Rowan, Syndicated Columnist
Dr. Ruth Love Holloway, U.S. Office of Education
Dr. S.I. Hayakawa, San Francisco State University
Dr. John Goodlad, Dean, Graduate School of Education, UCLA
Dr. Asa Hilliard, Dean Graduate School of Education, San Francisco State University
Nathaniel R. Jones, Esq., General Counsel, NAACP
Dr. Julian Nava, Los Angeles Board of Education
Dr. James Banks, School of Education, University of Washington, Seattle, Washington
Derrick A. Bell, Esq., Professor of Law, Harvard Law School
Dr. Carlos Cortes, University of California, Riverside, California
Dr. Alonzo Crimm, Superintendent of Schools, Atlanta, Georgia
Mr. Harley Dirks, Staff, U.S. Senate Subcommittee on Labor and HEW
Dr. Norman Francis, President, Xavier University, New Orleans
Dr. Joel Goodman, University of Massachusetts
Mr. James Lockhart, U.S. Office of Education, Washington, D.C.
Dr. John Lum, Educational Consultant
Dr. Harold Negley, Indiana State Superintendent of Schools
Mr.David Roth, Midwest Director of Institute on Pluralism and Group Identity of the American Jewish Committee
Dr. Hal Reasby, Deputy Superintendent of Schools, Seattle, Washington
Ms. Althea Simmons, National Education Director, NAACP
Dr. Norvel Smith, University of California, Berkeley
Dr. Thomasyne Lightfoote Wilson, Associate Professor of Education, San Jose State
Dr. David Sanchez, National Academy of Science, Washington
Dr. Allen Calvin, Dean, Graduate School of Education, University of San Francisco
Dr. John H. Bunzel, President, San Jose State University
Dr. Conella Coulter Brown, Assistant Superintendent, Cleveland Public Schools
Mr. Frank L. Baldwin, CPSES, University of Texas, Austin
Mr. Warren C. Hayman, Superintendent, Ravenswood School District, California
Dr. Harold Brown, Professor of Education, California State University, Los Angeles

REGISTRATION INFORMATION

Advance Registration (by 3/15/75) - $50.00
Regular Registration - $60.00

Hilton Hotel Rates

Main Building - Singles $29.00 Doubles - $38.00
Suite - $84.00

Tower Building Singles $39.00 Doubles - $48.00
Suite - $95.00

1/7/75

HUMAN RIGHTS COMMISSION

OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of February 13, 1975

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* NEXT MEETING: February 27, 1975
* Thursday
* Commission Room, Third Floor
* Main Library, Civic Center
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* NOTE: THIS MEETING WILL
* START AT 9:15 A.M.
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NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), Rev. George Bedford, Mary O. Ganotise, Joseph Garcia, Sister Mary Bernadette Giles, Louis Heilbron, Ben L. Hom, Earl Livermore, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused: The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Curtis McClain

Staff: William Becker, Jack Casford, Carlos Carillo, Jay Fernandez, Susan Heller, Cole Lew, Jesse Martinez, Wayne Redus, Gail Roberts

Pledge of Allegiance

Approval of Minutes of January 23, 1975

COMMUNICATIONS

- From Eugene S. Hopp, Commissioner, Board of Education, thanking HRC Commissioner Mezey for a letter concerning the proposed program in bilingual education, which enclosed a series of questions the Youth and Education Committee of the HRC had drawn up on this subject. Dr. Hopp said he had asked the President of the Board of Education to ask the Superintendent to provide the Board with answers to them.

- To Commissioner Bartlett, a letter on behalf of the full HRC, commending him on completion of two terms as Chairperson of the HRC, and expressing hope for his soon rejoining them. Commissioner Bartlett has been ill.

- From Supervisor John L. Molinari, advising that the discussion of an increase in the number of members of the Police, Fire, and Civil Service Commission from three to five (which the HRC had endorsed) would be on the agenda of the Legislative and Personnel Committee of the Board of Supervisors would be February 6th and inviting testimony of the HRC. Director Becker announced that this discussion was postponed for one month.

- From Supervisor Dianne Feinstein, thanking the HRC for a meeting with Edith Witt and Commissioner Heilbron and HRC's Housing Committee regarding possible re-introduction of a City Ordinance banning discrimination in housing against families with children.

- From Hans Wachsmuth, Jr., Williams & Burrows, Inc., General Contractors in Belmont, California, a letter setting forth Affirmative Action program commitments to hire women as apprentices: in the next opening and each 5th or 6th new hire thereafter in 1975.

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- From U. S. Senator John V. Tunney, stating his agreement with the Statement of Concern adopted by the HRC November 21 regarding unemployment, and recommending expansion of public service employment funding by the Federal government.

- From James W. Aaron, expressing appreciation for assistance from Mr. Emmett Rosebrough, HRC Civil Service Recruiter, in obtaining his employment.

- From Arimena Flowers, also expressing her gratitude for the work of Mr. Rosebrough in obtaining her present job.

- Chairperson Medearis announced the following Committee assignments for 1975:

Employment: Commissioners Bartlett and Fine, Co-Chairpersons
Commissioner Mezey, temporary Co-Chairperson during Commissioner Fine's absence; Commissioner Garcia

Youth and Education: Commissioners Giles and Heilbron, Co-Chairpersons; Commissioners Bedford and Livermore

Social Programs: Commissioner Wong, Chairperson
Commissioners Giles, Ganotise, McClain

Research & Planning: Commissioner Rabb, Co-Chairperson
Commissioner Fine, Co-Chairperson

Housing & Urban Development: Commissioner Mezey, Chairperson
Commissioners Ganotise and Sandoval

Police Liaison: Commissioner Raab, Chairperson
Commissioners Medearis and Hom

Administrative: Commissioner Heilbron, Chairperson

EMPLOYMEN
JOSEPH GARCIA, Co-Chairperson

- Fireman's Fund Affirmative Action Program - Edward Vurek, Contract Compliance Officer

Director Becker introduced this report by staff, noting that Fireman's Fund is a major San Francisco white-collar employer, and the largest insurance firm based in the City, writing a small amount of City insurance. The HRC has, in the course of its contacts with the company, developed a good working relationship, he said. The top officers of the firm have become deeply involved in their internal employment areas relating to affirmative action.

Mr. Vurek announced that the HRC staff has accepted the Firmeman's Fund American Insurance Company's Affirmative Action Program for San Francisco. Mr. Vurek read in full the following letter from Myron DuBain, President and Chief Officer of Fireman's Fund, to managers and supervisors, as evidence of the commitment of the company to this program.

FOR INTER-OFFICE USE
FIREMAN'S
FUND
AMERICAN
INSURANCE COMPANIES

To: Management and Supervisory Staff

From: Mr. DuBain

Subject: EQUAL EMPLOYMENT OPPORTUNITY

This week the San Francisco Human Rights Commission formally accepted our Affirmative Action Program. This program, which applies to all our offices nationwide, sets forth our objectives for the employment and advancement of women and minorities, and establishes the means to measure our progress in these areas.

The next issue of The Visiting Fireman will carry a message from me to all staff members, reaffirming our corporate policy of Equal Employment Opportunity. You have an individual responsibility to carry out our policy, and I want to direct these special words to you.

It is Company policy to provide equal opportunity in all aspects of employment practice. We will recruit, employ, train, transfer and promote solely on the basis of individual qualification and merit. There shall be no discrimination at Fireman's Fund against any person on grounds of race, color, religion, sex, age, physical handicap or national origin. Such discrimination is contrary to our philosophy of doing business and will not be tolerated anywhere in the Company.

A statement of policy is only the beginning. We must go beyond a mere statement of intent. It is the active practice of our policy that gives meaning and relevance to the words "Equal Opportunity Employer".

You and I have a special responsibility to make our policy work, and I cannot overemphasize the importance of fulfilling that responsibility without compromise. I would like to think all of us accept this obligation because it is, morally and socially, the right thing to do. However, let me remind you there are ample laws and regulations which are quite clear on the subject of equality of treatment for all. These laws are being enforced, vigorously.

In addition, there are civil remedies available to anyone discriminated against. You probably have heard about court settlements requiring employers to correct past and present discriminatory practices. These settlements have cost companies millions of dollars in back pay and legal fees.

One of the highest priority objectives of a successful manager is effective utilization of all human resources. Equal employment opportunity is an integral part of this objective. Henceforth, each officer, manager and supervisor will be evaluated on the Affirmative Action results in his or her department. The evaluation will be reflected in salary increases and promotions.

To help prepare you for these responsibilities, the Training and Communications department has budgeted funds for 1975 to train all managers and supervisors in the principles and practices of our Affirmative Action Program. You will be contacted shortly regarding the schedule for your participation in the training. A fulltime Affirmative Action Coordinator will monitor the overall Program and will be available to assist you as needed.

Much effort has gone into providing truly equal employment opportunities at Fireman's Fund. More can be done. We must intensify our efforts to attract and promote minority and women employees. Where necessary, we must and we will provide training to improve job skills.

-more-

Fireman's Fund believes in Equal Employment Opportunity. You and I are responsible for putting that principle into practice and making it work. I hope I can count on your enthusiastic commitment to achieving this objective.

M.D.

There is an additional Statement by Mr. DuBain in a letter to all employees. These two letters make clear the path of responsibility in fulfilling the Program's commitments.

Mr. Vurek then presented the following summary of the affirmative action program of Fireman's Fund:

1. The Program expands the list of specific recruitment sources to be utilized including the HRC and community groups. The report system to HRC will include all of Fireman's Fund's contact with these agencies and the results.

2. An Affirmative Action Coordinator (Ms. Melva Olive) is already employed, and guaranteed adequate staff and budget. The Affirmative Action Coordinator will review and evaluate employment selection procedures to insure that they do not discriminate, and that they contribute to the attainment of the Program's goals. This includes keeping records on and monitoring the role of the various departments and supervisors of the company as they contribute to or detract from the attainment of the specific goals. Managers and supervisors will be evaluated on their performance relative to fulfilling goals. In addition, on-going reviews of all practices and actions regarding promotion, transfer, seniority, disciplinary action and termination will be maintained by the Affirmative Action staff and reported to the HRC.

3. The same approach will prevail in salary administration to insure equal compensation for all jobs of comparable skill, effort and responsibility. The Benefit program will provide equal employee benefits to all employees.

4. Education and training programs, while available to all employees, will be specifically utilized to provide minorities and women with educational and training opportunities to increase their skills and contribute to the attainment of the Program's promotional goals:

> "Orientation meetings will be held with our San Francisco management and supervisors to explain the Affirmative Action Program and their respective involvement and accountability for results. These managers and supervisors will in turn communicate our program to their staff and reaffirm our policy of promotion from within, inviting each employee to seek an interview with his or her supervisor and if desired with the Personnel Department on promotional and training opportunities."

5. The goals established in this Program are for the year 1975. Quarterly evaluations of activities reports will be used to determine any need for modification of goals. The goal for overall increase of minority people in Fireman's Fund's workforce in 1975 will be 3.8% (24.4% to 28.2%). The goal for the category of Officials and Managers aims at a minority increase from 0.4% to 1.5% and for women an increase from 3.1% to 4.7%. The company has reclassified several job categories including clerical supervisors, formerly counted as Officials and Managers, to the Clerical category. This accounts for the current lower percentage (3.1) of women in Officials and Managers. Many other insurance companies still include clerical supervisors in the Officials and Managers category which may account for higher percentage of women in that category. The goals for above clerical positions (includes officials and managers, professional and technical employees) reflect a planned increase for minorities from 5.0% to 7.7% and for women from 19.8% to 23.9%. The goal for filling

the 50 projected above clerical vacancies will include no more than 17 (33⅓) White males. This 1/3 limitation also applies to Career Path training programs. Because of economic conditions, the Company is projecting no over-all increase in the number of employees. The projected progress is based on anticipated turnover which the HRC staff feels is conservatively estimated.

6. The Program has a section on "in-house" affirmative action training. This training will be given in successive phases to senior management, managers and supervisors, and personnel staff responsible for employment recruitment, interviewing and selection. The purpose of the training is to thoroughly instill the principles of affirmative action at all staff levels:

> "These programs are designed to function as an organized system for the training and educational needs of all staff members, with emphasis on affirmative action."

The method of training will be a workshop/seminar environment utilizing actual case studies, audio-visual presentations and role-playing techniques. The contents will include:

1. Review of applicable laws.
2. Review of regulatory agencies and their responsibilities and jurisdictions.
3. Review of applicable court decisions.
4. Review of the company's affirmative action program.
5. Interviewing techniques (for personnel staff).

7. The Program's reporting system to the HRC will be quarterly and will include applicant flow, promotions and transfers, terminations and training, among other things.

8. A most important aspect of the Program is that managers and supervisors will be evaluated on their performance in meeting the stated goals, just as they are on any other business goals or policies. This performance appraisal procedure is developed in the affirmative action training section for managers and supervisors.

9. The Program as a whole is also the result of an important process, the long and intense examination by Fireman's Fund of where it stood, what problems existed, and what remedial steps were called for. This process, because of the involvement of so many officials of the Company, including its President, Myron DuBain, has been as thorough and detailed as any with which HRC staff has ever been associated, said Mr. Vurek.

In ensuing discussion of this report, Commissioner Mezey inquired about the absence of long-range minority employment goals in the program, and the modest percentage increases for minorities and women for 1975 for San Francisco as set.

Director Becker stated that the Fireman's Fund Company had insisted, during negotiations, that the small number of projected new employees (some 250) for the coming year (1975) was based on its estimate of the poor economic climate. This is only about one third of the new hires in 1974. The HRC chose not to attempt to project for the long-range based on such pessimistic estimates of the number of new jobs, he said, preferring to concentrate on the immediate future, with the option to change to change if economic conditions changed.

Mr. Vurek pointed out that of twelve projected vacancies in the Officials and Managers job classifications, at least seven are to be filled by women and minorities.

Commissioner Livermore asked if there were an on-going review and evaluation of the program, and was assured this was so. The Fund's Affirmative Action Coordinator is to be responsible for monitoring the work of supervisors in implementation.

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Jack B. McCowan, Vice-President, Personnel, for Fireman's Fund, addressed the HRC briefly, saying that the program as announced is a viable and comprehensive affirmative action plan. "We have an obligation to see that this works, and it is going to work." Mr. McCowan referred to the difficulties of setting goals in view of the current adverse economic situation, but said that quarterly review of the goals will permit flexibility in adjusting them with changes either up or down. The program is underway as of the date of this report from HRC staff, he said, with distribution of the DuBain letter to managers and supervisors. In addition a letter to staff will be sent on February 14th.

Ms. Melva Olive, Affirmative Action Coordinator for Fireman's Fund, has been with the firm since May 20, 1974. Ms. Olive said that the program as agreed on was one she felt would "make great strides" by the end of 1975.

Commissioner Heilbron noted that not only is there a program outlined by the company, but there is an administrative process spelled out to carry it out, giving real meaning to the executive communication read.

Ms. Kathleen Connolly, representing Women Organized for Employment, spoke to the HRC. She distributed copies of minutes of a meeting WOE had a year ago with Mr. McCowan. The concern she said she wanted to state on behalf of WOE was that the full Affirmative Action Program of Fireman's Fund be made public. She said WOE had had inquiries about the program from Fund employees. Ms. Connolly cited the California Public Information Act, Section 6251, which applies to all local agencies, including city commissions, defining "information relating to the public business."

Ms. Connolly said that her presentation for WOE was on four points:

1. Refusal to accept the brief summary (the report from Edward Vurek to the HRC) of the Affirmative Action Program of Fireman's Fund, and as a substitute for the whole program.

2. Request that the HRC adopt as policy that all affirmative action programs negotiated by its staff be public information.

3. Request that the HRC Employment Committee evaluate the Affirmative Action Program.

4. Request that discussion be begun at the HRC on specific guidelines for HRC staff on what the contents of affirmative action programs should be; how to conduct negotiations with companies; and allow for input from community groups in the negotiation process.

Commissioner Heilbron commented said that a major issue in this presentation was (prior to HRC discussion of a report at a regular meeting), what material contained in the report is public information.

Commissioner Raab stated that he believed that the law provides that certain kinds of negotiations conducted by HRC staff are confidential, but that staff's obligation to handle negotiations and not the HRC is definitely the legal requirement. He cited the HRC's adopted Principles Guidelines on Affirmative Action.

Director Becker reiterated that the law places the responsibility for contract compliance on the HRC staff, and that the HRC acts as an appeals board for a company if it does not agree with staff findings. In reference to Ms. Connolly's reference to WOE's suggested affirmative action program sent in November to Fireman's Fund with a copy to the HRC, he said it is substantively a weaker one than that developed with Fireman's Fund. Reference by Ms. Connolly to Federal guidelines shows, he said, a lack of understanding because the rigidity of Federal agencies' results on the record in less effective affirmative action than the HRC has been able to gain in San Francisco.

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Ms. Connolly said WOE had not yet given the HRC a list of suggested guidelines for negotiations, but that its main concern at this meeting was public disclosure of the affirmative action program.

Commissioner Mezey asked if the affirmative action goals as outlined in Mr. Vurek's report were being made known in printed form to Fireman's Fund employees.

Mr. McCowan said he could not respond to this question because it had not been finalized. Mr. DuBain's letter to managers and supervisors is going out, but whether employees under these positions would see the full program had not been yet decided by the company, he said.

It was

*****m/s/c to accept the Vurek report.

It was

*****m/s/c that the points of concern of WOE with reference to guidelines as outlined by Ms. Connolly were referred to the Employment Committee for consideration.

It was stressed, in answer to a question from Mr. McCowan that this action in no way undermined the approval of Fireman's Fund's Affirmative Action Program by HRC staff.

- Architects and Engineers Affirmative Action - Susan Heller, HRC Affirmative Action Officer.

The last report on architects and engineers with City contracts was presented to the HRC in May of 1974. Since then, City business in this area has continued to be slow. There are no major buildings such as the downtown City College complex in this period. Hugh Hiatt, Director of Bureau Architecture, does not anticipate any major projects in the first six months of 1975. In the fall of 1974, only seven firms received contracts of over $10,000.

Most of the City contracts awarded to outside consultants in the past six months have been for schools. In the seven noted above, four are architectural firms and three are engineering concerns. Of the four architectural firms, three have minority principals. This is the result of a cooperative effort between the Human Rights Commission, the Bureau of Architecture and the San Francisco Unified School District. Mr. Hiatt says that there is a conscious effort on the part of his staff to seek out minority architectural firms which have the capabilities to do design work on the schools.

The following engineering firms regularly receive City contracts and are relatively large concerns: Hales Testing, Harding Lawson, Testing Engineers, Woodward Lundgren and Dames and Moore. Collectively they employ 480 persons.

The race and sex breakdown for these firms is as follows:

	Total No.	Minority %	Female %
Officials & Managers	45	2	0
Professionals	238	17	6
Technicians	111	36	13
Support Staff	86	14	90
Total	480	19.4%	22.9%

The total number employed by these five firms (480) is slightly less than in August of 1974 (486). The minority and female percentages of officials and managers and support staff remain the same. Significantly, there is a 4% gain in female technicians and a 3% gain in minority technicians. There is a drop of 1% in minority professionals and a gain of 1% for female professionals.

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The tota

In general the unemployment rate among architects is very high and layoffs are commonplace. The Organization of Women Architects (OWA) has a membership of 125 architects and design professionals in two Bay Area Chapters. The OWA has been effective in dealing with the bad employment situation for its members.

Several methods have been used to decrease the unemployment rate among its members. First the Organization of Women Architects sent out a letter to 350 design firms in the Bay Area. More than 30 personal in-depth interviews were held as follow-up to the letter in the fall of 1974. These firms had 38% fewer employees than in 1972. All firms interviewed agreed to list job openings in the OWA newsletter and consequently the number of job listings in the newsletter has increased substantially. In addition, OWA has a contact person to deal with employment opportunities between newsletters.

More specifically, OWA has a licensing task force which is beginning to grapple with the problem of women getting ahead in the profession. The Task Force encourages women to ask their bosses for a variety of assignments. It also sets up an information exchange and sharing to prepare for the test. For women the problem is not becoming a graduate of school of architecture or even getting a first job; instead it is advancing in the profession through the licensing procedures.

On the other hand, the problem of non-Asian minorities in the field of engineering is far different. Firms are trying to recruit graduates of engineering schools but supply is so low that competition for these few persons is great.

To some extent ESCMT (Engineering Societies Committee for Manpower Training) has recently concentrated its efforts toward programs aimed at increasing the supply of minority engineers. Through the summer job and the scholarship programs, a limited number of minority engineering students are financially sustained. Also, there are programs to encourage junior and senior high students to take science and math courses.

On the national level, a major study of minorities in engineering has just been completed by the Sloan Foundation. Doug Barket participated as a staff member of the Sloan Task Force, on loan from ESCMT. It outlines the problems and offers 20 action-oriented recommendations.

Currently, non-Asian minorities represent 6% (3,250) of the students in U.S. engineering schools. The first recommendation in the Sloan Report is to achieve approximately population parity -- 18% of all engineering students -- in the freshman classes by 1982 and all classes in 1987. The other 19 recommendations were developed to implement the goals and timetables of the first recommendation.

The next report to the Commission in August will present statistics of all architectural and engineering firms with City contracts in 1975. It will focus on the design part of larger contracts such as airport expansion and environmental protection plant contracts.

It was

*****m/s/c to accept the report on Architects and Engineers report.

YOUTH AND EDUCATION
Caryl Mezey and Sister Bernadette Giles, Co-Chairpersons

- Human Rights Commission Concerns Regarding Bilingual Education - Commissioner Mezey.

The Board of Education on February 4th discussed the report of the Bilingual Task Force. Some 100 persons were signed up to speak to this issue. Approximately the same number had signed up to speak on the same topic the week before. The Board, after deciding not to hear testimony, adopted a resolution approving "the concept of Bilingual/Bicultural education"

and asking that "the entire report be provided the Board no later than February 25, 1975."

The Youth and Education Committee had earlier conveyed its preliminary concerns on this issue in the form of 21 questions to Ray Del Portillo, Director, Bilingual Office, SFUSD, on January 13th. He had responded on January 20th informing that on advice of counsel, since the case is pending adjudication he could not respond at that time, and enclosing a policy statement of the Board of March 16, 1972 on bilingual education. These documents were provided in the Commissioner packets for this meeting. At its February 6th meeting, the Committee considered writing a letter to the Superintendent regarding the Board meeting of February 4th, submitting six further questions and asking for a response to them. The Committee will, at its next meeting on February 20th, consider a proposed resolution taking a position on a bilingual/bicultural program for non-English and limited-English-speaking students.

Ms. Myra Kopf, a member of the Youth and Education Committee, and Mr. Roberto Lopez, a member of the SFUSD Bilingual Education Task Force, participated briefly in the discussion ensuing after Commissioner Mezey's report.

**** All persons wishing to address themselves to this issue were invited to do so at the Youth and Education meeting set for Thursday February 20th at 3:45 p.m. at the Grace Cathedral Library.

To comments from Commissioner Livermore about Native American concerns on cultural enrichment, and the eradication of stereo types in curricula, Commissioner Giles said that these are part of the multi-cultural programs of the SFUSD, currently funded largely by Federal grants under Emergency School Assistance Act; to his questions about hiring of Native American personnel by the District, she said that this is part of the Affirmative Action program of the District which the Committee watches very closely. For quite a while District's financial problems have made the hiring of any new teachers, including Native Americans, very difficult.

- Suspensions Report Implementation - Commissioner Giles

The HRC adopted November 7, 1974, a report on the numbers of suspensions in the public schools, particularly involving a disproportionate number of Black students. A memorandum has been received from Dr. Lane DeLara, Deputy Superintendent of the SFUSD, saying that issues on the report were discussed by staff. Representatives of the Committee will discuss the report in depth with Dr. DeLara.

- Request for Opposition to Senate Bill 107 (extending the length of school suspensions)

This item was postponed.

- Programs for the Gifted, preliminary report.

This report was postponed.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Recommendation to Endorse State Senate Bill 15 - Atomic Radiation Victims. James K. Okutsu, member of the Task Force on Atomic Bomb Survivors.

Copies of this bill were provided to the HRC in advance of this meeting. The bill would create the California Institute for Research and Treatment of Nuclear Radiation, and would:

1. provide treatment at the institute for any California resident who suffers from atomic radiation

2. provide treatment for anyone involved in a radiation accident on the job

3. provide treatment for anyone exposed to radiation by being in the vicinity of a nuclear accident

4. provide treatment for the natural children of any of the above.

Mr. Okutsu said that there are some 500 Californians who would be eligible, with some fifty in the Bay Area.

It was

****m/s/c that the HRC endorse State Senate Bill 15. It is presently before the Health and Welfare Committee of the State Senate.

- Recommendation to Adopt Statement Protesting Food Stamps Cutbacks

An Administration plan to substantially alter the Federal Food Stamp program, requiring a minimum 30 percent payment of stamp values, thereby effectively cutting off many poor people from the program, was due to become effective March 1st. The Congress has voted in both houses to nullify this action. In advance of the vote, however, the Committee adopted a Statement Urging Cancellation of the Federal Food Stamp Cutback Plans. Some 2,000 copies of the Statement were distributed by the HRC to nine food stamp agency outlets in the City, where they were given to clients, as part of HRC's community information efforts.

- Recommendation to Support Mission Neighborhood Physical Development Program Incorporation.

This program, whose director, Carlos Navarro, appeared before the Committee, is basically a recreational and physical fitness program. It presently receives Model Cities funding, but it hopes to seek future funding, and to do so they wish to incorporate.

It was

****m/s/c that the HRC endorse incorporation of the Mission Neighborhood Physical Development Program.

- Continuing Mission Neighborhood Health Center Crisis

Representatives of the Citizens Health Affairs Program board (Matt Vasquez, Director of the Center) and the Mission Area Health Associates (William Wingfield, Interim Board Chairman) had been invited to the HRC to discuss their positions on the issue of re-funding by the U.S. Department of Health, Education, and Welfare.

This is a Mission community issue of long standing and great controversy. Mr. Vasquez had appeared at the Committee meeting of January 29th, to which the MAHA group had also been invited but been unable to attend.

Mr. Gilbert Ojeda spoke briefly on behalf of MAHA, which was incorporated on November 1, 1974. Mr. Ojeda said that MAHA had heard about this discussion item on the HRC agenda in a roundabout way. Jack Casford of the HRC staff cited letters of February 7th (to Mario Herrera) and February 10th, by special delivery following a telephone conversation notice to William Wingfield.

It was

****m/s/c that discussion including MAHA and CHAP be re-referred to the Social Programs Committee.

Director Becker noted that news stories giving details of the proposed Administration budget plans, neighborhood health centers are scheduled to be phased out. He said that the City's Director of Public Health, Dr. Francis Curry, has expressed his feeling that it is important to have this kind of facility, with no prepaid subscriber requirement, in the City, without which there would be a much heavier load of care and treatment on

the General Hospital. He expressed concern that HEW perhaps was dividing the community in order to more easily end its funding of the services provided by the Center.

Commissioner Heilbron suggested that the Social Programs Committee might come back with a recommendation that this kind of program be continued, without taking a position pro or con regarding one or another specific group.

- Report on Telephone Company Position on Service to the Non-English-Speaking - Jack Casford

On February 4th, after two postponements by the Pacific Telephone Company, a meeting was held with HRC staff regarding a number of commitments obtained from the Company at a meeting at its offices on December 6th for improving service to subscribers who do not speak English, especially emergency services. The February 4th meeting was attended by Charles F. Drocco, General Manager, Golden Gate Area for PT & T, and William Maier, Public Relations. Mr. Drocco stated that PT & T would not follow through on the points of the December 6th meeting (they included phone booth cards in four languages, bill inserts giving emergency instructions in four languages, telephone directory insert cards, etc.) but that it would stand by the commitments it already has made to the 9-1-1 Ad Hoc Committee presently making plans for implementation of the 9-1-1 emergency telephone number in the City by September 1st.

Mr. Drocco stated this position in a letter on February 6th.

HOUSING AND URBAN DEVELOPMENT
Louis Heilbron, Chairperson

- President Dianne Feinstein of the Board of Supervisors attended a meeting with interested organizations and HRC staff recently to discuss the possibility of reviving the City Ordinance forbidding discrimination in the rental of housing in the City to families with children. A wide range of possibilities w discussed.

DIRECTOR'S REMARKS

- The estimated unemployment for the City last month was 32,657; two and a half years ago this estimate was 14,000.

- Mr. Becker discussed the employee benefits (salary increments, pension coverage, health and hospitalization coverage, and Social Security) available to the City's permanent (Civil Service) employees, as contrasted with the lack of any of these benefits for either Limited Tenure City employees and those hired under the Federal Emergency Employment Act and the Comprehensive Employment Training Act.

It was

****m/s/c that the HRC formally support the efforts to obtain for Limited Tenure and EEA and CETA employees the basic benefits of pension, health, salary increment and Social Security coverage.

**** Because of the possibly discriminatory higher pension contributions required of women as opposed to men employees of the City (based on actuarial tables showing longer life expectancies for women), the HRC's Employment Committee is being asked to investigate this area.

- Ratification of the HRC's proposed Budget for the next fiscal year was postponed until a future HRC meeting.

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, February 27th at 9.15 a.m. in the Commission Room of the Main Library.

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STANDING COMMITTEES

Employment	Thursday, February 20, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth and Education	Thursday, February 20, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing and Urban Development	Tuesday, February 18, 1975 2:30 P.M. HRC Office, Room 604 1095 Market Street - San Francisco
Social Programs	Tuesday, February 18, 1975 10:30 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, February 19, 1975 4:00 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

Adjournment

Respectfully submitted,

William Becker

via
Jack Casford

WB:JC:pa
2/25/75

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of February 27, 1975

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* *NEXT MEETING:* *March 13, 1975* *
* *Thursday* *
* *Commission Room, Third Floor* *
* *Main Library, Civic Center* *
*
* *NOTE:* *THIS MEETING WILL* *
* *START AT 9:15 A.M.* *
*
****

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Louis Heilbron, Ben L. Hom, Earl Livermore, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused: Rev. George Bedford, Mary O. Ganotise, Joseph Garcia, Curtis McClain

Staff: William Becker, Jack Casford, Susan Heller, Wayne Redus, Gail Roberts, Jose Robleto, Edith Witt

Pledge of Allegiance

Approval of Minutes of February 13, 1975

COMMUNICATIONS

- From Commissioner Bartlett, thanks for the HRC's formal commendation for his just-completed two terms as its Chairperson and for its good wishes for his recuperation from an illness.

- From State Senator George R. Moscone, acknowledging HRC endorsement of Senate Bill 15 (treatment for atomic radiation victims).

- From State Senator Milton Marks, stating his support of SB 15.

- From Chief of Police Donald M. Scott, thanks to Joan Barr for a letter commending Lieutenant Richard Truek, the Police Department's Legal Officer, for his appearance on a radio program on the subject of compensation for victims and the families of victims of violence.

- From Kathleen Connolly, Coordinator, Women Organized for Employment, renewing its request for a copy of the Fireman's Fund Affirmative Action Program by March 5th. Director Becker noted that the HRC has asked for a City Attorney opinion on its obligation to provide a copy of this document as requested.

COMMITTEES

EMPLOYMENT
C. Julian Bartlett, Alvin Fine /Caryl Mezey - Co-Chairpersons

- Report and Recommendations on Criminal and Military Records

Director Becker introduced the recommendations with a background report

on the HRC's concerns with the problems experienced by ex-offenders in San Francisco.

In 1969, HRC staff began a survey of existing practices including those of the then State Department of Employment and the Police Community Relations (then working out of the Economic Opportunity Commission), the latter, in attempting to place ex-offenders in jobs, were successful in a limited way. This was the first organized effort in the City to place ex-offenders in jobs and one the HRC felt important. The Department of Employment had a program to bond people where jobs demanded it but ex-offenders couldn't get it.

By 1969 the questions of arrests had been deleted from State and Federal job application forms, but not the City's. The thrust was an effort to differentiate between arrests and convictions, asking employers to consider the date of the crime, the age of the offender, when it was committed, and asking for consideration of the specific nature of a crime to see if it were relevant to the job. These criteria were still the basis for some of the recommendations the HRC was being asked to consider at this meeting. But the step being asked at this date was to go from education and persuasion to more formal enforcement.

In 1971, the City revised its job application form, previously one of the most demanding and rigid, to one asking no arrest information, but for convictions in the past two years. The City uniformed services, however, do not use this revised form.

In 1973, the Employment Law Center published a study on the problem (on which the HRC's Employment Committee subcommittee, which did the research on the recommendations being discussed, has based much of its work), filling in the gap on documentation such as the existing state of the law and illustrative statistics.

The Employment Committee subcommittee, which began its work in 1974, included Frank Anderson, of the HRC staff; Richard Gross, of Volunteers in Adult Probation; Joseph Breiteneicher of the Employment Law Center, and John Blackwood, of Pan Am. The recommendations were studied by the HRC Police Liaison Committee and staff, and finally recommended by the Employment Committee to the full HRC for adoption.

Director Becker said the recommendations were for a time held up by him because they did not clearly enough differentiate between the HRC's statutory responsibilities under Section 12A as compared to 12B of the Administrative Code.

Mr. Becker cited a number of statistics to indicate the nature of the problem the recommendations address:

- About five million persons are arrested in the United States each year. If simple arrest records are allowed to be a bar to employment, there is built up a vast pool of unemployables, which no society can digest or cope with in a democratic framework.

There were at least 100,000 ex-felons released from California State prisons in the last five years. They tend to be heavily unemployed.

- More than 14,000 ex-offenders are released, paroled, etc., in San Francisco each year.

Some minority participation figures quoted by Mr. Becker:

- Blacks made up 26% of the felony defendants in California Superior Courts

- Minorities make up 51% of the prison population of California

- Minorities make up 60% of the San Francisco Jail population. These figures show that minority people are disproportionately involved and hence disproportionately disadvantaged in the area of ex-offender problems.

Statistics from the less-than honorable military discharges:

- 100,000 Vietnam veterans live in the Bay Area.

- More than 25% are minorities.

- 22% of the Black veterans between 20 and 24 years old are unemployed.

- At least 10% of the above have less-than-honorable military discharges.

- 90% of the less-than-honorable military discharges are by administrative decisions not courts-martial, or discharges ordered without adversary proceedings but based only on decisions of superior officers.

Of 20 major employers surveyed in 1973 by the Employment Law Center, several still required arrest data, 18 asked what type of military discharge a job applicant had, and all asked for conviction records.

A U.S. Department of Defense survey of 1973 showed that 75% of all national employers would not hire a person with a less-than-honorable military discharge. In New York, 67% would not hire if an applicant had been arrested, 100% would not hire a previously-convicted applicant.

Mr. Becker cited two court cases pertinent to arrest record policy: Gregory v. Litton Systems, Inc. (1970) which held that since minorities are more likely to have arrest records - with no convictions, if they are not hired because of this record, it is an act of discrimination; and Carter V. Gallagher, where the Fire Department of Minneapolis was required to eliminate arrest questions from a job application form, and was directed that at a minimum it should not treat conviction as an absolute bar to employment.

Mr. Becker at this point read in full the document, with recommendations, coming out of the Employment Committee. During discussion of these recommendations, the following persons spoke to the HRC, urging its adoption and implementation of them:

Joseph Breiteneicher, Employment Law Center, who urged that there be a dual educational process put into effect: bringing employers up to date on the legal requirements they must meet, and recognition of the economic and social waste of having discriminatory hiring policies against ex-offenders. He pointed out the cruel paradox that employment was one ofthe greatest needs of an ex-offender to re-establish a place in the community, but attitudes still prevent most people with records from getting jobs. He said there is a 70% recidivism rate in California; that it costs some $7,500 for the State to keep a person imprisoned for one year, about one half the average annual earnings per person in the U.S.

Richard Gross, Volunteers Coordinator, Adult Probation, who said he had wished to include in the recommendations the requirement that what he called the onus be placed not on ex-offender (who in most cases does not know his or her rights) but on employers. Mr. Gross said the Employment Law Center, the Volunteers, and other groups will monitor HRC follow-up on the recommendations, and asked to meet with the staff to insure such follow-up.

Michael T. Fales, of Forum Project West, dealing with ex-offenders.

Ron Bitzer, of Swords to Plowshares, an organization working with military veterans with less-than-honorable discharges. A survey done by his organization in 1974 revealed that more than 50% of the businesses contacted would not hire a veteran who had received an undesirable, bad conduct, or dishonorable discharge.

Commissioner Livermore referred to the conflicts between health and legal approaches to dealing with alcohol and other drug problems, and said that many Native Americans receive dishonorable discharges from the military because of alcoholism.

It was

**** m/s/c that the HRC adopt the Recommendations on Arrest, Conviction and Military Records and Their Use by Employers. The text in full of the Recommendations is attached to these minutes with the addition, adopted at this meeting, that "An appropriate statement of the requirements of the law will be developed for inclusion on application forms." This was a follow-up on a suggestion of Commissioner Mezey.

- Equal Retirement Rates and Benefits for Women - Susan Heller

The issue of differential contribution rates of men and women to the City's retirement fund has been before the Retirement Board since January and a decision will be forthcoming in March. The issue of sex discrimination in benefits has been of concern to the Human Rights Commission for two years. Women's rights proponents have stated that the present policy discriminates against women as their rate of contribution is higher than for males. The only other differential is based on age in that the older employee pays a higher percentage or his/her salary in the retirement system.

Newspaper accounts saying that the Retirement Board has acted to equalize male and female contributions are not accurate, Ms. Heller said.

The rationale for unequal contributions has been that women live longer and thus collect more benefits. Equal rights advocates have countered with several arguments. First actuarial tables include all women, not just women who work. Related to this is the changing pattern of women working more years in the work force, the increasing number of women who are heads of households entering and staying in the work force, and the number of women getting into "stress" jobs. They point out that unequal rates of contribution based on sex are arbitrary at best and discriminatory at worst. They urge local jurisdictions to adopt the same method as the State of California uses for its employees, that is, equal contributions and payments regardless of sex.

There has been recent legal action in this area. On February 14, 1975 the U.S. District Court ordered equality for women in pensions or retirement plans for employees in the Los Angeles Department of Water and Power. This decision is expected to have a major impact on millions of workers around the country. One basis for this decision is AB 4392 which went into effect on January 1, 1975. The state law provides that in any city of over 1,000,000 persons retirement plans which require employees of one sex to pay greater contributions that those of another sex who are the same age shall be revised so that contributions are the same.

The court cited unequal contributions and payments as a violation of Title VII of the Civil Rights Act of 1964. This is the same law cited by Federal Equal Employment Opportunity Commission in their findings against the University of Iowa pension plan in which women received lower benefits because the average woman is expected to live longer. Title VII prohibits different treatment based on sexual stereotypes. As Judge Pregorson in the L.A. case stated, there is sexual discrimination because the different treatment is based on statistics which may be true of men and women as a class but not as individuals.

It was

**** m/s/c that the HRC urge the City Retirement Board act immediately to correct the inequalities in the Retirement System based on sex.

- Assembly Bill 181 - Credit Equality and Protections of Women and Unmarried Persons

This measure currently before the California Legislature would prohibit denial of credit to a woman, regardless of marital status, in her own name if earnings and other property she manages are such that a man with the same amount of earnings and property would receive credit. It would also extend this right to unmarried persons. It defines (but does not limit) earnings and other property as including spousal and child support payments, pensions, social security, disability or survivorship benefits, and any other source of monies received.

-more-

It was

**** m/s/c that the HRC endorse passage of Assembly Bill 181.

YOUTH AND EDUCATION
Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

- Proposed Statement in Support of Bilingual/Bicultural Programs for Non and Limited-English-Speaking Students: Ms. Myra Kopf and Ms. Judy Hudacek.

Commissioner Giles read the proposed statement, noting that it was the result of many weeks of meetings and deliberations by the Youth & Education Committee. She said the proposed statement had been accepted by the Committee members in a majority vote with one opposed, and one abstaining.

The proposed statement:

The Human Rights Commission supports bilingual/bicultural programs for non-English and limited-English-speaking students. Further, that such programs address themselves, in major part, to the development of necessary skills, so that upon District-determined tests and teacher recommendations, the student would enter the regular school curriculum. This program is to be an integral part of the administrative and educational structure of the San Francisco Unified School District and is to meet all the required integration guidelines.

There ensued considerable discussion, with contributions of their viewpoints from Commissioners Wong, Heilbron, Livermore, Sandoval, and Raab.

Ms. Judy Hudacek, a member of the Youth and Education Committee, addressed the HRC, stating that she had voted no on the proposed statement; she charged that it was vague and weak and that it should support the Citizens Task Force.

Ms. Myra Kopf, a member of the Youth & Education Committee, told the HRC that she had voted for the statement, which she had helped research and draft, and which she considered a compromise resolution, and research and draft. In response to a charge of Ms. Hudacek, Ms. Kopf said the statement had been researched in depth.

**** At this point Chairperson Medearis relinquished the gavel to Commissioner Heilbron.

Harold Yee, a member of the SFUSD's Citizens Task Force for Bilingual Education, asked that the HRC study (he displayed a three-volume text) the recommendations of the Task Force, and said that the proposed statement omitted a needed support for parent consent to transfers of students from bilingual/bicultural programs to the regular school curriculum.

Acting Chairperson Heilbron expressed the opinion that the HRC always had followed a procedure of acting after it had received all the data it could, and though most Commissioners no doubt had their viewpoints on this issue reasonably well crystallized, he preferred to have an action taken after what would be a full consideration of the matter.

It was

**** m/s/c that the issue be continued as an HRC matter to be discussed for one hour, beginning at 9:30 a.m. as the first agenda item at the next Human Rights Commission regular meeting of Thursday, March 13th. It was agreed that 20 minutes each would be set aside forthe presentation of the proponents and opponents of the proposed statement (of the Youth & Education Committee), and 20 minutes for general HRC discussion and action.

-more-

Director Becker said the HRC was involved in what perhaps may be the first and only full and honest and sympathetic discussion of some of the questions surrounding the bilingual/bicultural issue. He asked that Mr. Yee on March 13th address himself to how the proposal of the Citizens Task Force will relate to the racial integration of schools, and deal with the question of how parent veto power (consent) on this issue might at the same time create parent veto power over racial integration.

Acting Chairperson Heilbron ruled that Commissioner Mezey defer her request to discuss more fully the five main points of the proposed statement.

**** At this point the gavel was relinquished to Commissioner Bartlett

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Presentation on the City's Housing and Community Development Program:

Guests: Dean Macris, Director of City Planning, and James Jaquet, Director, and James Johnson of the Mayor's Community Development Office.

Mr. Macris reviewed briefly the new Federal policy of changing from categorical grants, available to cities, to block grants, turning them over for local decision on how they are to be spent within certain Federal guidelines.

Mr. Macris referred to a document, Final Proposal on Community Development and Housing, prepared following the Mayor's public hearing on February 4th. The Board of Supervisors held a public hearing on the Proposal February 25th. The document included: a summary of a public hearing and revisions made after it; Part One, Section III, Community Development Program as revised, and an addenda of changes and revisions to Part Two, Housing Assistance Plan. Each Commissioner received a copy to follow.

Mr. Macris said that San Francisco is to receive an annual block grant of $28.8 million for housing and community development. Cities are required to deal directly with public and community organizations in contrast to the former procedures where such agencies as the Redevelopment Agency went directly to Washington for grants.

Four major program objectives of the City's Community Development Program for 1975 are: to conserve existing housing; develop new housing; improve neighborhood quality; and undertake economic development activities. The Final Proposal document, Mr. Macris said, is oriented heavily towards rehabilitation of existing housing, reflecting the sentiment of the majority of the community. This does not mean there will be no new housing. Rehabilitation will be done by: extension of the Rehabilitation Assistance Program (RAP) in the Richmond, Chinatown, Bernal Heights, the OMI District (Oceanview-Merced Heights - Ingleside): (RAP provides low-interest loans to assist people to bring housing up to code standards); rehabilitation of public housing in Hunters Point, the Western Addition, etc.; plus initiating a new program to bring existing units up to standard through public acquisition; and establishment of a series of neighborhood service centers in the areas of child care, senior citizen programs, adult education, etc.

Mr. Jaquet said that the Housing Assistance Plan is required as part of the application that the City makes for Federal funds under its Master Plan. For the first time the U.S. Dept. of Housing and Urban Development requires that housing planning must be done at the same time planning is done for community development. The Plan for San Francisco shows some guidelines for the selection of units for low-cost housing. It seeks to:

1. promote housing in areas that are not impacted by low-income or minority persons, and further the efforts towards integration of low-cost housing, and

2. provide housing in areas undergoing the community re-vitalization process.

Some 3,000 units are being requested under the Section 8 program of the HUD program, a housing assistance payments program to reduce the cost of housing between what the market rent is and what the rent is that low-income people

can afford to pay.

Mr. Macris noted that the Mayor's Office of Community Development has worked extensively with neighborhood groups all over the City on these proposals of the program.

Responding to a question by Director Becker, Mr. Macris said that the program he was discussing did not address the objections of a group in Japan Town called CANE (Committee Against Nihonmichi Eviction) to further demolition by Redevelopment Agency in the Western Addition. This issue is coming before the HRC's Housing and Urban Development Committee.

**** Commissioner Mezey read copies of letters to the International Hotel Tenants Association from State Senator George Moscone and U.S. Representative John Burton in which they expressed opposition to eviction of tenants from the International Hotel in order for it to be demolished.

Commissioner Bartlett was informed that 10% of the Housing Assistance Program grant was earmarked for staffing to administer it.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

The Committee will meet March 11th with an official of the U.S. Department of Health, Education, and Welfare to consider the issue of which of two groups, the CHAP Board of the Mission Neighborhood Health Center, or MAHA, will be the grantee for the Center. These two groups made presentations to the Committee at its February 18th meeting.

DIRECTOR'S REMARKS

- Ms. Carol Carr, a member of the clerical staff of the HRC, died unexpectedly February 19, 1975. The HRC requested that a formal letter of condolence be written to her family.

NEW MATTERS

Channel 6 (Lincoln University Cable Television) will air a program with the participation of the HRC and Women's Rights on Wednesday, March 5th at 7:00 P.M. The program will be repeated on Friday, March 7th, at 7:00 P.M.

Part II in a continuing series dealing with the programs of the HRC will be shown on Channel 6, Monday March 31st at 8:00 P.M. This program will deal with HRC affirmative action work with City contractors.

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be at 9:15 A.M., Thursday, March 13th, in the Commission Room of the Main Library

STANDING COMMITTEES

Employment	Thursday, March 20, 1975 (9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, March 6, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco

STANDING COMMITTEES (continued)

Housing & Urban Development	Tuesday, March 4, 1975 9:00 A.M. HRC Office, Room 604 1095 Market Street - San Francisco
Social Programs	Tuesday, March 11, 1975 9:30 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, March 5, 1975 4:00 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

The meeting adjourned with Commissioner and staff standing in silence in tribute to the life and service of the late Carol Carr.

Respectfully submitted,

William Becker

via

Jack Casford

WB:JC:pa
3/5/75

POLICY ON ARREST, CONVICTION AND MILITARY RECORDS AND THEIR USE BY EMPLOYERS

The San Francisco Human Rights Commission has found that the use of arrest/conviction and less-than-honorable military discharge records in employment decisions has a disparate impact on members of racial and ethnic minority groups and may therefore result in employment discrimination. Since the HRC is charged with prohibiting discrimination based on race or national origin, it shall be the policy of the HRC to prohibit the use of arrest/conviction records or less-than-honorable military discharge records in themselves as a bar to employment. Specifically:

1. In the enforcement of Section 12B of the Administrative Code which covers all city contractors:

   a. An application form requiring arrest record information shall be considered a violation of the nondiscrimination requirements. Such application form questions are also in violation of federal law (see Gregory v. Litton Systems, Inc., 316 F. Supp. 401 (1970) and of State law (AB 2644, 1974). An appropriate statement requirements of the law will be developed for inclusion on application forms.

   b. Denial of employment because of record of arrest without convictions shall be investigated by HRC staff and where facts are found to support the charge that this is the reason for the denial of employment, this shall be considered an act of discriminatory.

   c. Denial of employment because of conviction or less-than-honorable military discharge records shall be investigated by HRC staff in order to establish whether or not there is a bonafide job relationship to justify the denial or whether the action was discriminatory.

2. The HRC will undertake a public information program to all employers, including those who are not City contractors or suppliers, aimed at spelling out the current state of the law, the HRC's enforcement responsibilities and the following general guidelines:

--- In recognition of the illegality of questions about arrest records (See Gregory v. Litton Systems, Inc., 316 F. Supp. 401 (1970) no employment application forms or interviews should request such information. In addition, all acquittals, convictions reversed on appeal, convictions under authority of juvenile laws, and convictions which have been expunged from the records of the Court should be excluded from consideration as criteria for judging fitness for employment or promotion.

--- Under only extraordinary circumstances should an employer inquire into an applicant's military discharge record and then the employer should establish a direct relationship to the job sought.

--- All employers should establish job-related and applicant rehabilitation standards for the employment or promotion of persons with conviction records. Recency of the crime, age of the offender and evidence of rehabilitation should be considered.

3. In additional fulfillment of duties assigned to HRC under Section 12A of the Administrative Code:

   a. The Police Liaison Committee will continue its work to prohibit the illegal dissemination of arrest and conviction records and for the distruction of records which have no real law-enforcement value.

   b. The HRC will assist other City agencies to survey the services now available for ex-offenders and to identify the areas in which more organized programs and effort are most needed.

   c. The Chairperson, with the assistance of the Police Liaison and Employment Committee chairpersons, will recruit a committee of employers plus a few experts in this field, who will be asked to develop a program or programs which will increase the employment opportunities for people with conviction records. The Union Bank program will be studied as a model in this connection. Multi-employer programs may also be considered. Where there are viable groups already working in this area, the HRC will attempt to coordinate with them.

      This committee will also be asked to recommend guidelines for the most effective application of nondiscrimination rules in connection with the evaluation of charges of discrimination and the development of affirmative action approaches.

4. The HRC commends the Employment Law Center for its work in developing the basic documents in support of the need for action on behalf of employment opportunities of ex-offenders and for stimulating more action on this issue.

Adopted by Human Rights Commission 2/27/75

WB:pa
3/7/75

DOCUMENTS
SAN FRANCISCO PUBLIC LIBRARY

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of March 13, 1975

NEXT MEETING:	March 27, 1975
	Thursday
Commission Room, Third Floor	
Main Library, Civic Center	
NOTE:	THIS MEETING WILL START AT 9:15 A.M.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Mary O. Ganotise, Louis Heilbron, Earl Livermore, Curtis McClain, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused Rev. George Bedford, Rabbi Alvin I. Fine, Joseph Garcia, Sister Mary Bernadette Giles, Ben L. Hom

Staff William Becker, Joan Barr, Jack Casford, Med Claveria, Jo Daly, Jay Fernandez, Melanie Jenkins, Cris Lamadora, Derry Lee, Cole Lew, Stanley Lim, Jesse Martinez, Wayne Redus, Gail Roberts, Tala Sufiai, Edith Witt, Douglas Yamamoto

Pledge of Allegiance

Approval of Minutes of February 27, 1975 with notation that at the bottom of Page 5, the HRC did NOT vote to limit its discussion on the proposed bilingual/bicultural resolution to twenty minutes

COMMUNICATIONS

- From U.S. Representative Patsy T. Mink (D., Hawaii) notice that her "New Americans Education and Employment Assistance Act" bill, which as H.R. 9895 in the last Session of Congress the HRC supported, and which was endorsed as well by the Board of Supervisors, has been re-introduced as H.R. 2522. HRC support will continue for the bill under the new number.

- From Phillip J. Kearney, Executive Director, Health Service System, City and County of San Francisco, replying to Becker's letter objecting to the lack of basic worker benefits for temporary City employees. Mr. Kearney cited the Rules & Regulations of the Health Service System requiring membership in the Retirement System to qualify for membership in the Health Service, and stated that he understood the City has some 8,000 temporary employees, the School District some 2,500, and that 1,800 more are to be hired under the Comprehensive Employment Training Act (CETA) Program. (Director Becker said these figures are open to question). He said that the Health Service.... "is not capable of administering medical care for this vast number of temporary employees." He referred to other problems, and said that the Health Service Board has offered its help in implementing any pre-paid plan, such as one offered by the Kaiser Foundation.

Director Becker commented that the HRC position had been that the Rules and Regulations themselves barring temporary employees from benefits should be changed. The HRC, he said, had tried to stimulate the City to eliminate the status of second-class citizenry for temporary City employees.

- From Daniel Mattrocee, General Manager, Employees' Retirement System, informing that the Retirement System Board on January 22nd had voted to ask staff to study and bring back to it a recommendation on the benefit structure of the Retirement System as it differentiates between men and women and their payments, with a recommendation on how to accomplish a structure which does not differentiate on the basis of sex. The HRC had voted February 27th to urge that the Board remove the inequalities in the System based on sex.

COMMITTEES

YOUTH AND EDUCATION
Louis H. Heilbron and Sister Bernadette Giles, Co-Chairpersons

- This was a Special Order of business, voted by the HRC at its regular meeting of February 27th, to devote the time on its first agenda to hearing 20 minutes each of presentations from proponents and opponents of a proposed Resolution in Support of Bilingual/Bicultural Education for Non-English-speaking and Limited English-speaking pupils as recommended by the Youth & Education Committee.

- Commissioner Mezey read in full the proposed Resolution "that the Human Rights Commission urge the San Francisco Unified School District that we support a bilingual/bicultural program for non-English and limited-English-speaking students and that such a program address itself in major part to the development of necessary skills so that students can enter the regular school curriculum upon determined District tests and teacher recommendation, and that this program be an integral part of the administrative and educational structure of the San Francisco Unified School District and that it meet all required integration guidelines."

Commissioner Heilbron presided over Committee presentation on this agenda Special Order by designation of Chairperson Medearis. He reminded the HRC that Committee discussions on this matter stretched back over more than a year, that materials had been furnished from time to time to Commissioners, and that the HRC was coming to the end, not the beginning, of its consideration.

Richard Cerbatos, Chairperson of the Citizens Task Force on Bilingual Education (also called by some the Lau v. Nichols Task Force) introduced three speakers opposed to the proposed resolution from the Youth & Education Committee.

Harold Yee was the first speaker. He distributed copies of material prepared by Asian, Inc. (Asian-American Service Institute for Assistance to Neighborhoods) showing occupational disparities statistically in job categories, on City commissions, agencies, and boards, etc., plus a summary chronologically of anti-Asian legislation since 1850 (both by California and through the U.S. Congress). He referred to them in his discussion of linguistic ethnic minorities and their integration (or lack of it) socially, politically, and economically into society. He charged that exclusion of and discrimination against Asians continues in the present day. He said his statistics did not include Spanish-speaking figures. Asians, he said, are 17% of the City's population; only 1.6 to 1.9% are in salaried managers positions in the City; Asians are only 1% of the 243 City boards, commission and agencies, or 8% of the total; Asians are concentrated as file clerks and office machine operators (10 and 14%,) rather than secretaries (4%). Mr. Yee took exception to specific portions of the proposed resolution, calling it contradictory. Commissioner Heilbron at one point in this presentation assured Mr. Yee that there was no intention of exclusion of English-speaking ethnic minority children from the bilingual/bicultural classes as he charged. Mr. Yee objected especially to District-determined tests and teacher recommendations for student entry into the regular school curriculum as called for in the proposed resolution, saying this was a subjective determination. He said that parents should be held ultimately accountable for their children, with parents having the decision on their (the children's) entry into or departure from any bilingual/bicultural program.

Mr. Cerbatos was the second opponent speaker. He stated that the Citizens Task Force Master Plan was a massive undertaking, calling for a virtual upheaval in the school system, involving 187 classrooms, serving a

population of 6,500 non and limited-English-speaking children (nearly 10% of those in the District), and 6,500 mono-English-speaking. He charged that the proposed HRC resolution is "vague", and does not speak to the question of what should be accepted by the City as constituting good educational processing of limited-English-speaking students. He charged also that the resolution perpetrated an image of ethnic minorities "running away" from integrated classes, and denied that this is the case. He referred to the Master Plan, read from portions of it, and discussed some of the points it proposed in detail.

Ms. Naomi Nishioke, a member of the Task Force, called on the HRC resolution on bilingual/bicultural education to include.

-reference to the HRC history of support for bilingual/bicultural education

-articulation of what bilingual/bicultural education is, why it works, and the fact that it is the most satisfactory remedy to the Supreme Court decision in Lau v. Nichols

-recognition of the work done by the Task Force, the Center for Applied Linguistics, and the Superintendent's Office,

-acknowledgement that the Master Plan meets all State requirements for the regular school curriculum and for desegregation and integration

-the right of parents to keep children in a bilingual bicultural program kindergarten through twelfth grade, if they so desire.

Speaking in support of the proposed resolution from the Youth and Education Committee were:

Leonard Fitzpatrick, Assistant Superintendent of Recreation, City Recreation and Park Department, member of the HRC Youth & Education Committee. Mr. Fitzpatrick noted that the proposed resolution, coming after more than a year of active discussion, was passed at the Committee level with one nay and one abstention. He said he favored the proposed resolution because of its simplicity and that he considered it well-stated. He reminded the Commissioners that the Committee consists of representatives of community organizations and City departments, and conducts all of its meetings as "open meetings" with full opportunity for any disagreement with the proposed resolution.

Lewis T. Allen, of the California Teachers Association, a member of the Youth & Education Committee for five years. He reminded the HRC of its commitment to affirmative action and to integration, and urged that it not be pushed by pressure groups. He reminded that American society is fundamentally English-speaking, and that, while every group should retain its cultural identity, the resolution as proposed addresses the necessity of integrating non and limited-English-speaking students so they can be trained to function in the mainly English-speaking society.

Joseph B. Williams, an attorney, counsel for the Urban Administrators of the S.F. Board of Education, and member of the San Francisco Black Forum. Mr. Williams reviewed the battle for school integration nationally over the past forty years, and the struggles for integration of public housing in San Francisco. His concerns were, he said, whether there are being created extra-curricular English classes to bring non and limited-English-speaking students up to the ability to cope with the language and the American system. Or, he asked, "are we setting up separate schools again that will require Chinese generally to teach Chinese children, or Filipinos to teach Filipino children, and if so, how long will they stay in the classes---until age 16?" Mr. Williams called for bilingual/bicultural guidelines to be added to the proposed resolution.

Pegge Lacey, President, San Francisco Parent-Teachers Association, a member of the Committee. She re-affirmed the representative nature of the Youth & Education Committee membership, its careful study of bilingual/bicultural education, and its recommendation on this date of a consensus-agreed resolution on the subject. She noted that the proposed resolution takes no stand on nor

mentions the Master Plan of the Task Force. She characterized the proposed resolution as one based on broad rather than specific concepts, and she praised the caliber of the Committee members and its reputation.

Katherine Reyes, a member of the SFUSD staff and of the Committee. Ms. Reyes said she had been unable to attend the Committee meeting when the vote was taken on the proposed resolution, but that if she had been there she would have opposed it. She said she felt that the organizations represented on the Committee do not reflect the overall Chinese citizenry of the City, and that, therefore, the resolution is not truly reflective of the community.

The HRC then began discussion on the proposed Resolution as read by Commissioner Mezey, who offered amendments in the form of the addition of the following whereas clauses:

Whereas, the Human Rights Commission of San Francisco has for the past seven years called for English-language assistance for pupils in need of such instruction, and

Whereas, the HRC recognizes at the same time the need for positive cultural identification of the many ethnic groups that make up our City, and

Whereas, the Supreme Court of the United States in the Lau v. Nichols decision requires that the San Francisco Unified School District take affirmative steps to rectify language deficiencies so that its instructional program is opened to its students, and

Whereas, the San Francisco Board of Education has accepted the report of the Lau v. Nichols Task Force in order to hold hearings and develop a master plan for the District;

this to be followed by the original motion on the Resolution as noted above in these Minutes.

It was

**** m/s/c that the HRC approve these amendments with the abstention of Commissioner Sandoval.

Commissioner Bartlett then moved that the full Resolution as amended be adopted. There was a second. Discussion ensued.

Commissioner Heilbron stated that he noted one point of agreement between all parties speaking to this issue: that it is desired that all constituent part of society have access to the mainstream of American life. But the divergence was on two different procedures to achieve this:

1. That the best result will obtain through a kindergarten-through-twelfth-grade bilingual/bicultural program

2. That the purpose of the Lau case was to enable children with limited or non-English-speaking facility to re-enter the general classroom as speedily as possible in order to bring about their integration into the general educational system and, therefore, into the area of opportunity.

Commissioner Heilbron then read in full a Preamble he wrote as a general guideline with respect to the proposed resolution to throw some light on the thinking of the Committee, as follows:

PREAMBLE

The case of Lau v. Nichols, decided by the Supreme Court of the United States in January of 1974, was a landmark decision in the field of human rights. It holds that non-English-speaking students have the right to be taught English language skills and that the San Francisco Unified School District must provide such instruction if it is to meet the requirements of the Civil Rights Act and the 14th Amendment of the

Constitution. The District must "open its instructional program to these students by providing a program that will meet the special language skill needs as soon as possible .

Over seven years ago this Commission raised the issue in the community of students sitting in the classroom unable to understand the teacher because of their limited command of English. Thus, it felt a particular satisfaction with the decision of the Court.

The Court did not specify the method to be followed in providing the English language instruction. It might be in English, or in the child's native language or in a bilingual form. But in the context of the case and the Court's statement that "basic English skills are at the very core of what these public schools teach", the implication is clear that the objective of the remedial program should be to enable the child to proceed with his education as soon as possible in the language that is central to the curriculum and to the national life which the student should have the opportunity to enter.

This Commission notes the policy of the State of California as set forth in The Bilingual Bicultural Education Act of 1972, which was passed to promote bilingual - bicultural programs in public schools. Section 5761 of the Education Code states: "The Legislature finds and declares that a primary goal of such programs is, as effectively and efficiently as possible, to develop in each child fluency in English so that he may then be enrolled in the regular program in wich English is the language of instruction."

This Commission approves the bilingual - bicultural approach to instructing these students.

This Commission is also aware that a special Task Force has developed a master plan for dual language instruction from K-1 to K-12 which would include students of limited or no English-speaking ability with students fluent in English and also in their primary language. Considerable controversy has arisen over the merits of the proposal. Proponents contend that it will provide an enriching educational experience of a quality superior to that of a curriculum based mainly on English language instruction, that it will preserve cultural heritages, reinforce positive self-images and develop inter-group and inter-cultural awareness. Opponents argue that it will lead to cultural self-segregation, the creation of sub-school systems within the District, to a multiplicity of dual language claims, to less effective English language instruction for the limited-English-speaking student, to a weakening of basic integration policies, and to a lessening of the sense of co-munity that uses one language as a unifying force.

This Commission recognizes that grave educational issues are presented by the proposed program. It is specially concerned (1) that the urgent educational needs of the limited and non-English-speaking children will be lost in the controversy and that the educational needs of all children may be adversely affected if school finances are spread too thin and (2) in any event that the underlying philosophy of dual language instruction, when carried from K-1 to K-12, may well fractionalize education and defeat the integration objectives established in 1954 by the Brown v. Topeka case.

Commissioner Livermore stated his agreement with Mr. Williams' suggestion for guidelines in the part of the proposed resolution calling for "development of necessary skills so that students can enter the regular school curriculum upon determined District tests and teacher recommendation." He said he hoped the curriculum would be a quality/equality type of curriculum. He called for the guidelines to be part of the "administrative and educational structure" as referred to also in the proposed Resolution.

Commissioner Heilbron suggested that Commissioner Livermore's amendment be a change to "development of English-language skills" rather than "necessary skills".

Commissioner Raab suggested that Commissioner Livermore's proposed amendment be a separate resolution and not included in the original resolution.

Commissioner Livermore's move to amend was not seconded.

Commissioner Sandoval said that based on his discussions with the Spanish-speaking leadership involved in bilingual/bicultural education, he was offering a substitute resolution. He read the following resolution in full, after reviewing its highlights.

A RESOLUTION

Whereas, the S.F. Human Rights Commission has been concerned for many years with the educational rights of thousands of children of limited English-speaking ability in the S.F. Unified School District,

Whereas, the Commission has always actively supported state and federal legislation on bilingual-bicultural education as an effective means for providing equal educational opportunity for children of limited English-speaking ability,

Whereas, bilingual/bicultural education is based on the following well-established and sound educational principles:

1. That the primary means by which a limited or non-English-speaking child learns is through the use of such child's native language and culture;

2. That using the native language to teach other subjects allows the education of the child to continue uninterruptedly from home to school, thus preventing his retardation in subject matter while he learns English,

3. That teaching a child to read first in the language he brings with him when he enters school facilitates his learning to read and write in a second language because the basic skills of reading and comprehension are generally transferable from one language to another;

4. That curriculum which incorporates the student's familiar experiences, community, history, and cultural heritage will help build pride and self-confidence in the student, and by being more relevant to the student's personal experiences, heightens his interest and motivation in school;

5. That by integrating the language and cultural background of all students, bilingual-bicultural education reinforces and increases the communication between home and school, and among different ethnic groups, thus improving the student's motivation and achievement and reducing inter-racial misunderstanding.

Whereas, the U.S. Supreme Court, in the Lau v. Nichols case, unanimously ruled more than a year ago that the S.F. School District illegally discrimated against nearly 2,000 non-English-speaking Chinese-American students by failing to help them surmount the language barrier.

Whereas, there are thousands of other students of Filipino, Spanish, Japanese, Korean, Samoan, and other language backgrounds besides the Chinese-American in the S.F. School District that need the same remedy required by the Supreme Court,

Whereas, consistent with its long-standing support of parental and community input, the Commission last April urged the Board of Education to appoint a Citizens Task Force for Bilingual Education to develop a master plan to meet the mandate of the U.S. Supreme Court,

Whereas, the Board of Education on May 14, 1974 established such a Task Force made up of parents and citizens of the major linguistic communities in San Francisco and retained the Center for Applied Linguistics to provide technical assistance in the planning process,

Whereas, the Task Force has since then diligently studied all the problems related to the education of children of limited English-speaking ability and has worked cooperatively with the staff of the Superintendent and the Center for Applied Linguistics to come up with a comprehensive bilingual education master plan consistent with these local, state and federal policies regarding school integration,

Whereas, the Board of Education voted on February 4, 1975, (1) to approve the concept of bilingual-bicultural education for children of limited English-speaking ability, (2) to impose a February 25 deadline for the final completion of the master plan, and (3) to authorize the Superintendent "to commit the staff needed for implementation no later than September 1975,"

Be it therefore resolved, that the Human Rights Commission commends the work and dedication of the Citizens Task Force for Bilingual Education in the past nine months,

Be it further resolved, that the Commission expresses its support of the Board of Education to provide a comprehensive, kindergarten through twelfth grade, maintained bilingual-bicultural program to be available to all children and commends the Board for its determination to comply with the Supreme Court mandate no later than September 1975.

It was

****m/s/c that the above resolution be adopted.

Commissioner Mezey said that she agreed with the concluding next to last paragraph of the above proposed resolution commending the Task Force, but that she opposed the last one, on the point of a "maintained bilingual/bicultural program". She said this meant keeping a child kindergarten-through-twelfth-grade in a bilingual/bicultural program without the provision for removing him to a regular school curriculum at the time he reaches grade level proficiency in English.

Commissioner Sandoval discussed his proposed resolution in some detail, saying that maintenance in a program would be voluntary. He said that racial integration and bilingual education are co-equal constitutional principles. He said that his substitute motion addressed not only the development of English-language skills ("necessary skills") as provided in the original Committee resolution, but was aimed also at the development of the native language and culture of a student, all within integration guidelines.

Commissioner McClain moved that the issue under discussion be referred to a joint subcommittee selected from the Youth & Education Committee and from the Citizens Task Force on Bilingual Education, because of the direct contradiction between the final resolves of the two resolutions as proposed (Committee /Sandoval). This motion was seconded by Commissioner Sandoval.

Commissioner Heilbron spoke in opposition to this motion for referral to a joint subcommittee, because this issue had been discussed at length by Task Force and committee members. He was joined in opposition by Commissioner Bartlett, Commissioner Ganotise, Commissioner Raab, and Commissioner Livermore.

The motion to refer to a joint subcommittee was defeated by a vote six to three. (Commissioner Heilbron had left the meeting)

Commissioner Raab moved that the Youth & Education Committee hold a special meeting before the next HRC meeting at which the information on which its recommendation was based would be raised, inviting all Commissioners to be present, and to come back with a recommendation.

Commissioner Bartlett spoke in opposition to this motion (joined by Commissioner Mezey) which was defeated by a vote of six to three.

It was then

****m/s/c that action on these two proposed resolutions be tabled until the next HRC regular meeting of March 27th, and that it be the first item on the agenda for that meeting.

-more-

- HRC Staff Report on San Francisco Unified School District Programs for the Gifted.

This report was postponed to the next HRC meeting.

EMPLOYMENT
Caryl Mezey, Temporary Chairperson

- Semi-Annual Report of HRC Employment Recruiters'

This report was postponed to the next HRC meeting.

- Resolution to support Board of Supervisors Resolution on Foreign Investment Groups' Discriminatory Conditions on American Firms.

Following the reading in full of the Board of Supervisors' Resolution of March 3rd,

It was

*** m/s/c that the HRC ratify this Resolution. The full text is attached to these Minutes.

Commissioner Raab noted that this is a reaffirmation of the HRC's stand against employment discrimination by referral to the Employment Committee for implementation.

POLICE LIAISON
Earl Raab, Chairperson

- State Senate Bill 299 (Moscone)

Commissioner Raab said this bill, which provides for the sealing of arrest records in any case where there was an arrest without conviction, falls within the HRC's policy of concern for the involvement of these records in employment discrimination.

It was

**** m/s/c that the HRC endorse SB 299.

- Recommended Support of La Casa De Las Madres, a residence and education center for women victims of marital violence, rape, and other violent crimes

It is reported, said Commissioner Raab, that the City District Attorney's Office receives some 5,000 cases involving wife-battering each year. The number of hidden cases may be astronomical. No special group has been involved in meeting this problem. La Casa de Las Madres proposes to set up such a group and provide a housing refuge for women who need it. In San Francisco, he said, there is a lack of emergency housing for women.

It was

**** m/s/c that the HRC support La Casa de Las Madres and the concept of this approach to this social problem.

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Coalition

HRC concern for the problem of discrimination against families with children in the housing market in the City has been focused on an ordinance proposed (and defeated) last year at the Board of Supervisors by Supervisor Quentin Kopp. A Fair Housing for Children Coalition is forming in the City to re-introduce this ordinance. After a reading in full of the proposed supportive resolution,

It was

**** m/s/c that the HRC endorse and support it. The full text is attached to these Minutes.

- Citizens Against Nihonmachi Eviction (CANE) Request for Assistance

The Committee has heard a presentation from CANE (an organization in the Japanese community of the Western Addition) and has followed through with representatives from the Redevelopment Agency. CANE wishes to preserve a number of buildings in Japan Town that are slated for demolition by Redevelopment.

A tour of the Western Addition area that is the object of CANE concern will be given on Tuesday, March 18th at 4:30 p.m. at the Nihonmachi office, at 1858 Sutter Street, next to the YWCA.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Committee Report - Mission Neighborhood Health Center

The Social Programs Committee met March 11th with Robert Schneider, Director of the Division of Health Services of the U.S. Department of Health, Education & Welfare to discuss the current position of HEW on the controversial issue of designation of the grantee to operate the Center. Mr. Schneider said a decision would be made by April 1st. The CHAP Board (Citizen Health Affairs Program) had been given a 60-day extension to respond to a number of criticisms by HEW of its management.

The Committee meets next with Dr. Francis Curry the Director of the City Public Health Department to get his advice on how best to resolve the controversy.

In the interim, the Committee feels that a communication of our concern to the HEW office here is needed.

Following a reading in full of the proposed letter,

It was

**** m/s/c that the HRC authorize the sending of a letter to the Regional Health Administrator of the U.S. Department of Health, Education, and Welfare, urging that HEW continue its commitment to uninterrupted, high-quality health care delivery for the Mission community, and that it become more affirmatively involved in resolving the present tensions and outlining the problems which HEW has identified.

- The Housing and Urban Development Committee agenda items scheduled on the Proposed Condominium on Potrero Hill, the Draft Subdivision Ordinance, and the International Hotel and Draft Ordinance Regarding Demolition Permits were postponed to the next regular HRC meeting.

- Commissioner McClain urged the HRC members to allow for full discussion of all items and not feel compelled to adjourn at noon.

DIRECTOR'S REMARKS

- Mr. Becker introduced Ms. Jo Daly, hired under Comprehensive Employment Training Act funding, who will be liaison on the HRC staff with the Gay community of the City.

- HRC staff member Carlos Carillo reports twice weekly (Tuesday and Thursday) on Station KBRG in Spanish on HRC activities.

-more-

- On March 12th Mr. Becker met, for the first time, with representatives of the metal trades unions and representatives of four community manpower projects regarding a joint, City-wide job training program when the shipyard, recently de-activated by the U.S. Navy, returns to ship repair operation. Another follow-up meeting is scheduled in the near future, hopefully to find a basis for a cooperative program between union groups and minority community organizations.

- Commissioners were asked to notify Joan Barr, the Media Coordinator, of their availability to appear on radio and television programs.

- Two new recruiters, Derry Lee, from the Korean community, and Tala Sufiai, from the Samoan community, have joined the HRC staff. Several Samoan people have obtained City jobs through the latter's efforts.

- Copies of the HRC's budget will be provided Commissioners as soon as they have been reproduced in quantity.

CALENDAR MATTERS

- The HRC will meet next on Thursday, March 27th, at 9:15 A.M. in the Third Floor Commission Room of the Main Library in the Civic Center.

- The Second Annual California State Community/Human Relations Commission Conference will be held March 14th, 15th, and 16th in Palo Alto at Rickey's Hyatt House, 4219 El Camino Real. Commissioners were urged to attend.

STANDING COMMITTEES

Employment	Thursday, March 20, 1975 (9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, March 20, 1975 (3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, April 1, 1975 (9:00 A.M.) HRC Office, Room 509- 1095 Market St. San Francisco
Social Programs	To Be Announced
Police Liaison	Wednesday, March 19, 1975 (4 P.M.) HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

William Becker
via
Jack Casford

WB:JC:pa
3/19/75

RESOLUTION

Whereas: there is evidence that some foreign investment groups have indicated that, as a condition of investment, American business firms will be required to discriminate in matters of employment on religious and ethnic grounds;

Whereas: such discrimination, whether imposed on American business firms or adopted voluntarily by American business firms in anticipation of such foreign investment, is contrary to American laws and mores; therefore

Be it resolved that the state and federal agencies concerned with the enforcement of civil rights laws be urged to take necessary steps to prosecute and forestall this special violation of the law; and

Be it resolved that the Human Rights Commission of the City and County of San Francisco take whatever steps may be appropriate and feasible to correct and prevent such abhorrent practices within the City and County of San Francisco.

Adopted by the HRC 3/13/75
3/19/75 pa

RETURN TO

FAIR HOUSING FOR CHILDREN COALITION
693 Mission Street, Suite 207
San Francisco, California 94105
495-7134

RESOLUTION

WHEREAS, San Francisco faces the frightening and deplorable prospect of becoming a city without children because of the lack of adequate housing for families with children, at all income levels, and

WHEREAS, the single greatest impediment to adequate housing for families with children is the discriminatory refusal of owners of private housing units to rent to said families, and

WHEREAS, such discrimination against children represents a direct, immediate and substantial threat to the health and welfare of the City's children and economic cultural and social vitality of the City itself, and must therefore be prohibited,

NOW, THEREFORE

THE HUMAN RIGHTS COMMISSION OF SAN FRANCISCO, actively endorses, supports and lends its name to the efforts of the Fair Housing For Children Coalition to secure the approval by the San Francisco Board of Supervisors of a city ordinance prohibiting discrimination against families with children by owners of private housing units.

Adopted by the HRC 3/13/75
3/19/75 pa

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of SPECIAL MEETING March 24, 1975

This meeting was called by Chairperson Medearis to discuss the HRC position on bilingual/bicultural education for non and limited-English-speaking children in the public schools. This issue had been scheduled for further discussion at the next regular HRC meeting of March 27th, but in view of Board of Education action scheduled for March 25th, this SPECIAL MEETING was called.

NOTE: The regular HRC meeting of March 27, 1975 was cancelled by unanimous vote of the Commissioners. The next regular meeting of the HRC will be THURSDAY, APRIL 10, 1975

TIME: 9:15 A.M.

PLACE: Main Library, Third Floor
Commission Room

****

DOCUMENTS
APR 11 1975
SAN FRANCISCO
PUBLIC LIBRARY

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Sister Mary Bernadette Giles, Louis Heilbron, Earl Livermore, Caryl Mezey, Earl Raab, Harvey Wong

Excused: Ben L. Hom, Curtis McClain, Edward Sandoval

Staff William Becker, Jack Casford, Med Claveria, Luis Escobar, Cole Lew, Gail Roberts

Pledge of Allegiance

CORRESPONDENCE

- Director Becker read in full the following letter from Commissioner Sandoval, who was unable to be present for this Special Meeting:

March 24, 1975

Reverend Victor Medearis
Chairman, Human Rights Commission
San Francisco, California

Dear Reverend Medearis:

I am most unhappy in not being able to join you this Monday morning for the final decision on San Francisco's bilingual-bicultural program; previously scheduled court appearances prevent my attendance. It is indeed unfortunate that after public notice was given at the Commission meeting of March 13, 1975, that the final HRC vote on the bilingual program would take place on March 27, 1975, that a special meeting was called on this matter simply to satisfy the San Francisco Unified School District.

Apparently, the School District is waiting for a policy statement on bilingual-bicultural education from the Human Rights Commission. This

state of affairs lends even greater importance to our determination on this issue, and further impels me to reassert my complete and unalterable opposition to the motion presented by the Youth and Education Committee, since such a motion if approved by this Commission will supply the School District with the moral impetus by which to ultimately dismember the bilingual program in San Francisco.

As for the substitute Resolution which I have presented to the Commission, I respectfully and humbly put forward that history will vindicate our position.

Very truly yours,

Eduardo Sandoval
Attorney at Law

ES:js

SPECIAL MEETING AGENDA

- Commissioner Heilbron, Co-chairperson of the Youth & Education Committee (with Commissioner Giles) announced that the meeting had before it consideration of a Resolution offered by the Youth & Education Committee at the regular HRC meeting of March 13th, and a substitute Resolution offered by Commissioner Sandoval at the same time.

Commissioner Heilbron then offered a second substitute Resolution, Statement on English-Language Instruction and Bilingual/Bicultural Education and Resolution of the Human Rights Commission. Copies of this document had been sent earlier to the members of the HRC. Commissioner Heilbron said, "The purpose of this substitute motion is to take into consideration certain matters which were discussed at our last meeting, and put it into a form where we hope our position will be fully understood."

The substitute Resolution was read in full.

Commissioner Heilbron moved, and Commissioner Mezey seconded, the adoption of the Resolution as stated.

Mr. Harold Yee from the audience requested time to speak on the motion for a number of persons present.

In ensuing discussion, Commissioner Ganotise questioned why a Special Meeting had been called on this date, and said she needed more time to study the new substitute Resolution (as read by Commissioner Heilbron), and expressed her support of the Sandoval substitute Resolution.

Commissioner Mezey responded to some of the Ganotise points of discussion and offered (though this action was not taken) to rescind her second (see above) and vote on the Sandoval resolution.

It was

*** m/s/c that one half hour be designated to hear proponents and opponents of the proposed HRC Resolution, with each speaker limited to three minutes, and with alternate proponent/opponent speakers until there be no longer people on both sides of the question. If there were more opponents than proponents to speak, the balance could be used by the more numerous.

The following persons (with their affiliations as they gave them) spoke in opposition to the proposed Resolution as read by Commissioner Heilbron:

Nobusuke Fukuda, parent of a child in the Japanese Bilingual Program.
Ling-chi Wang, University of California, Berkeley, Citizens Task Force on Bilingual/Bicultural Education.
Harold Yee, parent, president of Asian, Inc., member of Task Force.

Richard Soto, Latin-American Teachers Association; Centro Latino, American G.I. Forum.
Francene Lum, San Francisco Skills Center.
Robert Lopez, Spanish Bilingual Advisory Committee.
Dr. Sofia Prudenciado, Supervisor, Filipino Bilingual Education, San Francisco Unified School District.
Lonnie K. Chin, TACT, The Association of Chinese Teachers.
Daniel Navarro, Centro Latino.
Carlotta del Portillo, housewofe.
Dorlee M. Chavez, mother of child in Spanish bilingual classes.

Speaking in support of the proposed Resolution was Ms. Daisy Brooks, a member of the Youth & Education Committee, Ms. Brooks was the lone Black parent present in the audience.

Commissioner Bartlett then read a five-point amendment to be added to the proposed substitute Resolution as read by Commissioner Heilbron.

Commissioner Fine spoke in support of this amendment, noting that he had deep regret that people who are essentially partners in the work of the HRC on the community's problems were at this Special Meeting in an adversary position.

Commissioner Giles reminded that the Youth & Education Committee is involved with the Board on multi-culture education.

As introduced by Commissioner Raab, it was

*** m/s/c that the HRC, as a separate matter but part of the proposed Resolution, adopt the Bartlett amendment.

Commissioner Wong voted no on this Motion.

Suggestions for changes in wording and the deletion of a paragraph and the addition of some wording from Commissioners Raab and Mezey were accepted by the makers of the motion.

Commissioner Raab spoke on the issue of parent approval of a child's participation in bilingual/bicultural training, a subject raised by Commissioner Wong and others.

He reminded the audience that the HRC once heard members of the community say they didn't want integrated schools, but that they wanted what was called "freedom of choice", or the right to say where their children went to school. What was said by them,in essence, was that "Latino, Black, and Asian children are inferior. We don't want our children to go to school with them." This was, said Commissioner Raab, reactionary, racist, and retroactive. The approach in the proposed Resolution was not the same, he said, but the fears of the HRC were that the parent approval concept might have,objectively, the same kind of effect as did the "freedom of choice" attitude, including giving those same parents earlier opposed to integration the chance to say "we don't want our children at all to mix with Black, Latino, or Asian children." This too, is intolerable, he said, and is the only point the HRC is trying to make with its proposed Resolution wording on objective tests and teacher recommendation for transfer to the regular curriculum.

The motion by Commissioner Wong that the words "parent approval" be added to the proposed Resolution died for lack of a second.

On motion of Commissioner Mezey

it was

*** m/s/c that the words "With parent consultation" be added in lieu of the Wong motion.

It was

*** m/s/c to call for the question (out off debate) on the proposed Resolution.

- Commissioner Livermore stated that he support the Sandoval Resolution that the proposed substitute Resolution does not address specifically the needs of the community. He said he thought the Master Plan of the Citizens Task Force was well-written, that it addressed the legitimate needs of minorities, and that it was designed to meet the integration standards. He also felt, he said that the transfer of students should be optional for parents.

It was

*** m/s/c that the HRC adopt the amended proposed Statement on English Language Instruction and Bilingual/Bicultural Education and Resolution of the Human Rights Commission. The full text is attached to these Minutes.

The vote was as follows:

Ayes: Bartlett, Bedford, Fine, Garcia, Files, Heilbron, Medearis, Mezey, Raab.

Noes: Ganotise, Livermore, Wong.

It was

*** m/s/c that the HRC cancel its March 27th meeting. The next regular meeting will be Thursday, April 10th at 9:15 a.m. in the Commission Room of the Main Library.

Adjournment

Respectfully submitted

William Becker
via
Jack Casford

WB:JC:pa
3/27/75

STATEMENT ON ENGLISH LANGUAGE INSTRUCTION AND BILINGUAL - BICULTURAL EDUCATION AND RESOLUTION OF THE HUMAN RIGHTS COMMISSION

The landmark case of Lau v. Nichols is of particular interest and importance to this Commission. Over 7 years ago this Commission called the attention of the community to the plight of children who sat in their classrooms unable to speak or comprehend the English language and frustrated in their efforts to learn. The Supreme Court decision makes reference to two reports of the Human Rights Commission of San Francisco in establishing the grounds for its decision.

The particular circumstances of that case should be kept in mind. About 1800 students of Chinese ancestry who did not speak English did not receive any kind of English instruction. The court held that the district, in not providing appropriate educational opportunity for these children, was violating Section 601 of the Civil Rights Act of 1964 which bans discrimination on the ground of race, color or national origin in any program receiving federal financial assistance. The court did not decide the case on any constitutional grounds.

The Court referred to HEW regulations that implemented Section 601 of the Civil Rights Act. A specific reference was made to a federal guideline which said:

> "Where inability to speak and understand the English language excludes national origin - minority group children from effective participation in the educational program offered by a school district, the district must take affirmative steps to rectify the language deficiency in order to open its instructional program to these students."
>
> "Any ability grouping or tracking system employed by the school system to deal with the special language skill needs of national origin - minority group children must be designed to meet such language skill needs as soon as possible and must not operate as an educational deadend or permanent track."

The Court did not prescribe any particular remedy but it did say:

> "Basic English skills are at the very core of what these public schools teach . . . We know that those who do not understand English are certain to find their classroom experiences wholly incomprehensible and in no way meaningful."

The first task in the English language deficiency field is therefore to give immediate language assistance to all national origin - minority group children with this special language need. (The number of such children receiving no English language instruction as of April 1974 was 2,853.) In light of the principle of desegregation announced by the Supreme Court in 1964 and the civil rights context of the Lau case, we believe that the remedy calls for such combination of English and bilingual instruction as will best prepare the child to take his place in the normal classroom where he will be able to comprehend the curriculum and obtain a meaningful education. Not only will he thus enhance his public school education but also his opportunity to continue in higher education, or to procure jobs of every kind and to participate in the main stream of American life.

This Commission recognizes that effective teaching of English language skills must be accomplished in a manner which promotes a child's positive self-identity and pride in his own cultural background and which often will require the use of bilingual techniques and references to his own cultural experience.

This Commission is of course aware of the four part report of the Citizens Task Force on Bilingual Education and its recommendations. These recommendations go far beyond any language assistance program for limited and non-limited English speaking children. The principal thrust of the recommendations is to establish subsystems of native language education and English education which will hold the child in the program from K to 12. The proposed program is comprehensive and represents a fundamental difference in educational philosophy from that presently in effect. The proposals have been diligently developed. It would appear to this Commission that the costs would be great and the administrative changes and new educational training procedures required would be extraordinary, but these

would be financial and procedural considerations for the Board of Education to determine. However, of importance to the general community and to this Commission is the underlying philosophy of the program. We are concerned that it will require separate administrative educational centers, that competing claims for similar centers will be made by many language groups and that these subsystems will fractionlize public education and the community. Finally, this Commission does not believe that it would be possible to maintain these subsystems on a desegregated basis without introducing an unacceptable program of mandatory assignments of children.

This Commission continues to believe that every encouragement should be given to students and parents who desire to conserve their cultural heritage by providing facilities for instruction in after-school hours; also it may be assumed that the groups who wish to maintain their cultural interests for themselves and their children may do so, as they have in the past, by utilizing their own community resources. In addition this Commission supports all inter-cultural programs within the school system in which children of various groups participate and whose purpose is to promote awareness of differences in cultural backgrounds, the recognition of the values of different cultures and mutual respect and appreciation for these differences in values.

The Commission therefore takes the following action:

WHEREAS, The Supreme Court of the United States in the Lau v. Nichols decision requires that the San Francisco Unified School District take affirmative steps to rectify language deficiences so that its instructional program is opened to its students, and

WHEREAS, This Commission recognizes that effective teaching of English language skills must be accomplished in a manner which promotes a child's positive self-identity and pride in his own cultural background and which often will require the use of bilingual techniques and references to his own cultural experience; it is in this sense that the term bilingual/bicultural program is used in this Resolution.

BE IT THEREFORE RESOLVED that the foregoing statement on English language instruction and bilingual/bicultural education is adopted.

BE IT FURTHER RESOLVED that the Human Rights Commission of San Francisco urges the San Francisco Board of Education to adopt a bilingual/bicultural program for non-English and limited-English speaking students and that such a program address itself, im major part, to the development of necessary English language and other skills (e.g. relating to content) so that upon objective tests, teacher recommendation and with parent consultation, the student would enter the regular school curriculum.

BE IT FURTHER RESOLVED that this program be an integral part of the administrative and educational structure of the San Francisco Unified School District and that it meet all required integration guidelines.

BE IT FURTHER RESOLVED that nothing herein is intended to recommend the termination of such other programs to remedy English language deficiency as have proved educationally effective.

BE IT FURTHER RESOLVED as a separate matter that this Commission recognized clearly the following: 1. that these above resolutions speak primarily with our understandings of the specific issues addressed by the Lau v. Nichols Decision; 2. that it is quite evident the multiple cultures in the S.F. society present additional issues which are not addressed by Lau v. Nichols; 3. that this Commission sees some legitimate issues held by these cultural minorities; 4. that this Commission calls upon the San Francisco Board of Education to address these legitimate cultural issues; and 5. this Commission calls upon its Youth and Education Committee to address and make recommendations in respect of these additional cultural issues.

Adopted by the Human Rights Commission
3/24/75

4/10/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of April 10, 1975

NEXT MEETING: Thursday
April 24, 1975

Commission Room, Third Floor
Main Library, Civic Center

NOTE: THIS MEETING WILL START AT 9:15 A.M.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

DOCUMENTS
APR 23 1975
SAN FRANCISCO PUBLIC LIBRARY

ROLL CALL

Commissioners

Present Rev. Victor L. Medearis (presiding), Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Caryl Mezey, Harvey Wong

Excused: The Very Rev. C. Julian Bartlett, Rev. George Bedford, Mary O. Ganotise, Joseph Garcia, Louis Heilbron, Ben L. Hom, Earl Livermore, Curtis McClain, Earl Raab, Edward Sandoval

Staff William Becker, Joan Barr, Jack Casford, Jay Fernandez, Carole Ellison, James Holley, Melanie Jenkins, Cole Lew, Gail Roberts, Jose Robleto, Ed Vurek, Edith Witt

Pledge of Allegiance

*****There was no Quorum for this Meeting. The Minutes of March 13th and the Special Meeting of March 24th were not approved.

Ms. Katherine Reyes, who spoke at the March 13th meeting, did write asking that she be identified as "a member of the Bay Area Community Chapter, JACL (Japanese American Citizens League)" rather than "a member of the San Francisco Unified School District staff."

COMMUNICATIONS

- From Sheridan L. Weinstein, M.D., Regional Health Administrator, Department of Health, Education, and Welfare, San Francisco Regional Office, responding to a recent HRC letter of concern regarding the Mission Neighborhood Health Center (MNHC). Dr. Weinstein stated the full commitment of his office to continuing the delivery of high quality health services to residents of the Mission District, and saying that a final decision has postponed on the issue of MNHC sponsorship (i.e. which group would be the grantee for operation of the center) "to all allow all interested parties an opportunity to express their views, and if they so desire, to apply for grantee status."

- From Lucille Abrahamson, President, Board of Education, thanking HRC for its communication concerning bilingual-bicultural education, and enclosing a copy of the resolution passed by the Board of Education on March 25, 1975.

- From Daniel Mattrocce, General Manager, City Employees' Retirement System, a report on action of the Retirement Board in devising a plan to provide for an equalized rate of contribution for men and women. The HRC had expressed concern about the inequities because of higher rate contributions for women. The Board action makes rates of member contribution the

the same for both sexes. Mr. Mattrocce enclosed an actuarial report and the new schedule of contributions as adopted.

- From Carol Levenson, Representative, Local 535, AFL-CIO, Social Services Union, outlining the union's concerns about a Civil Service examination for permanent certification to 2903 Eligibility Worker which "had an extremely adverse impact upon minority people, who failed it at over double the rate of Caucasians." At the request of Local 535 in this letter, HRC Employment Representative Frank Anderson met with their representatives and Civil Service General Manager Bernard Orsi and the dispute was settled. Local 535 wrote its thanks for Mr. Anderson's services.

- From J. Andrew Nicholas, commending the HRC for the appointment of Ms. Jo Daly to the HRC staff, and expressing appreciation "by those of us who understand the need for action on the plight of women and Gay people."

COMMITTEES

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Ordinance - Commissioner Mezey.

Supervisor Mendelsohn is a sponsor (with Supervisors Nelder, Gonzalez, and Pelosi) of a proposed Ordinance that would make it illegal for landlords to discriminate against families with children in rental property, a long-time HRC goal. The proposed Ordinance was announced at a press conference April 3rd. It will be introduced at the Board of Supervisors on Monday, April 14th. Some fifty organizations have endorsed it. The HRC has worked closely with the City-wide coalition of supporting organizations.

- Recommendations Regarding CANE (Citizens Against Nihonmachi Eviction)- Edith Witt, HRC Housing Representative.

Copies of the Draft Resolution: For the Increase of Low and Moderate Income Housing and the Preservation of Small Businesses in Japantown had been sent in advance to the members of the HRC. Since there was no Quorum, action was postponed until the next regular meeting of April 24th. Ms. Witt noted the urgency of the issue, and she commended the work of Ms. June Hibino and HRC Minority Recruiter Douglas Yamamoto.

*****HRC staff and the Committee were encouraged by those present to proceed in work on this issue, given its current urgency, while the HRC waited for a full presentation and action on the Draft Resolution until April 24th.

- Recommendation Regarding Draft Demolition Ordinance - James Holley, HRC Housing Assistant.

Mr. Holley read in full the proposed Resolution of Endorsement of an Ordinance Supervisor John L. Molinari has introduced before the Board of Supervisors which would govern the issuance of demolition and alterations permits throughout the City.

*****Action on this proposed Resolution was post poned to the regular HRC meeting on April 24th. It was noted by Director Becker that the HRC has previous positions urging a monitorium on demolitions and urging that standards for the issuance of such permits be made to include the impact on low and moderate-income housing. Staff was authorized to proceed in a supportive way on this proposed Ordinance, and when exact language is available it should be considered by the HRC.

Nelson H. Dong, of Morrison & Foerster, was introduced, as was Kandis, Scott both from the Lawyers' Committee on Urban Affairs. The proposed Ordinance will be discussed at the April 15th meeting of the Housing Committee of the Board of Supervisors.

YOUTH AND EDUCATION
Sister Bernadette Giles, Co-Chairperson

- HRC Staff Report on San Francisco Unified School District Programs for the Gifted

This long Status Report, prepared by the HRC staff, was to have been presented to the HRC earlier. Since there was no Quorum, discussion was postponed to April 24th.

- SFUSD Staff Response to HRC Report on School District Suspensions (11-7-74)

Dr. Lane Delara, Deputy Superintendent, SFUSD, appearing at the Youth & Education Committee meeting of March 20th, stated that he did not disagree with the intent of the HRC Report on SFUSD Suspensions. He did differ with the proposed racial identification of staff issuing suspensions because District staff are certain that it will produce adverse effects. Discussion ensued regarding suspensions, the special services appropriate for students who have been suspended repeatedly, and the in-service education which might be apt for staff who frequently suspend students of a particular ethnic group or for a given offense. Dr. DeLara said he felt training in cultural differences would be helpful to staff. Chairperson Heilbron inquired as to whether or not the HRC should be requested to change its Recommendations on Suspensions in light of Dr. DeLara's reaction to ethnic identification of staff. The concensus of the Committee was that the HRC Report should remain intact. Dr. DeLara's remarks should be accepted as an indication that District staff would not implement HRC Recommendation 4B (requesting racial identification of staff issuing suspensions).

- Report on San Francisco Board of Education on Bilingual/Bicultural Education

Commissioner Giles reviewed the points of the Board's March 25th Resolution (provided the HRC by Board President Abrahamson). The key Board action on the Master Plan, Commissioner Giles noted, was that "a top priority along with reading be instruction in Englisn to non-English and limited-English-speaking students, utilizing bilingual/bicultural techniques with the major language groups and ESL techniques with the other language groups." This priority to those in greatest need said Commissioner Giles, was something the Youth & Education Committee and the HRC had long advocated.

EMPLOYMENT
Caryl Mezey, Temporary Chairperson

- Request for Endorsement: HR 166 (Abzug, et als)
AB 633 (Foran)

AB 633 in the State Assembly would make it unlawful to discriminate in employment against any person because of sexual orientation. This would be added to the Fair Employment Practices Code. A status paper on this and HR 166 was provided the HRC in advance by HRC staff member Jo Daly. Commissioner Mezey reported she had written the Labor Relations Committee expressing the Employment Committee's endorsement of AB 633. This bill has come out of Committee for a vote April 24th on the floor of the Assembly. The only opposition, said Ms. Daly, was by the Los Angeles Police Department.

HR 166. The act is called the "Civil Rights Amendment of 1975". Its purpose is to prohibit discrimination on the basis of affectional or sexual preference. It amends the Civil Rights Act of 1964 by inserting the words, "affectional or sexual preference to discrimination clauses relating to public accommodations, public facilities, public education, Federally-assisted opportunities, equal employment opportunities, intervention and procedure, housing, etc.

It is before the House Committee on the Judiciary and a hearing date has not been set.

*****HRC action was postponed.

- Candlestick Park Affirmative Action Report - Ed Vurek

I Stevens California Corp.

This report covers the third year of a five-year Affirmative Action Hiring Agreement involving the Human Rights Commission, community agencies of the Hunters Point-Bayview district, Culinary Unions, Vendors Union and Stevens Corp., the food concessionaire at Candlestick Park. Negotiations for an Agreement were arranged by the Human Rights Commission as a result of community pressure for greater resident participation in Stevens' workforce. After the first year, the Agreement called for City-wide minority recruitment.

The basic problem affecting the agreement has been the progressively declining attendance at the Giants' games. This past year, attendance was at an all-time low - just over 500,000. This is a decrease of more than 50% from the good years. The effect is fewer jobs and less money to be made in certain jobs. The community agency currently responsible for recruitment, referral and follow-up is the Bayview-Hunters Point Manpower Development Program. Careful attention to screening and follow-up has resulted in an effective hiring relationship with Stevens Corp.

This report covers the period from June 28th to December 15th, 1974, the last part of the Giants' season and all 49er games. There are two categories of employment: culinary workers and vendors. Culinary employees work in the stationary food stands and the Stadium Club restaurant and bar. The culinary workers receive a set wage by union contract. The vendors carry various food and novelty items in trays to sell in the grandstand. They are paid by commission, based on their sales.

Minorities comprise 87% (101) of the total culinary workers (116). The previous report showed minority employees at 77.4%. Minorities make up 92.7% of the hires made since negotiation of the Agreement. Blacks have the highest participation rate among minority group in total jobs and total days worked. Women hold 37.1% of the culinary jobs. The category of total days worked by each groups was included to indicate whether minorities worked a comparable amount of time (87.1%) according to their numbers. Vendors are 92.6% (50) minority, and the hiring rate since the Agreement has been 90.3%. Minority vendors worked 88.6% of the total days worked. There are no women vendors.

Student Employment Program

The football season usually requires a larger number of employees. However, there are only 10 playing dates. Stevens Corp., the Culinary Union, Manpower Development Center, and the HRC agreed to a Student Employment Program for the football season only. The jobs were in the culinary category. Hiring was on the same basis as the Agreement. The unions allowed a special low dues rate for the period of employment. 91.3% (21) of the 23 jobs were held by minority students. Women held 26.1% (6) of the jobs. The jobs were divided among cooks, waiters and miscellaneous culinary workers.

Union Affiliation Breakdown

All five bartenders were minority. Cooks were 91% minority, miscellaneous culinary workers 94.6% minority, and waiters 78.8% minority. Women are represented in the cooks at 36.3%, and waiters at 67.3%.

II S.E. Onorato, Inc.

S.E. Onorato, Inc., has the lease for operation of the parking plaza at Candlestick Park. This company was not part of the negotiated Agreement with Stevens Corp. There is a separate agreement between Onorato and the HRC. It requires the company to maintain a high level of minority participation at its Candlestick operation, and file periodic reports on workforce breakdown and total hours worked by each group.

-more-

For the entire baseball and football season (April 5th to December 15), of the 21 employees, 57.2% (12) are minority. The total hours, which indicate how much work time employees get, shows that minorities worked 58.3% (1781 out of the total 4225 hours.)

The parking plaza staff is still all male, partially as a result of lack of turnover.

- Attached to these Minutes is a chart showing the ethnic breakdowns for the Stevens Corp. employees, Male and Female.

Mrs. Lillian Harrison, a Field Representative for the Bayview-Hunters Point Manpower Development Program, addressed the HRC. Mrs. Harrison was commended as one of the most effective job referral workers in this area. Mrs. Harrison works also in job development. The Program also recruits for the entire Bayview industrial area.

- HRC Employment Recruiters Semi-Annual Report - Melanie Jenkins, Coordinator of Recruitment, HRC.

This report covers July to December of 1974. It was delayed in being reported to the full HRC.

*****Ms. Jenkins announced that she is leaving the HRC April 31st and introduced her successor as Coordinator, Ms. Tala Suafai. Following delivery of this report, the HRC expressed its formal commendation to Ms. Jenkins for her work on the Recruiters' Program.

The last half of 1974 brought a great many changes forthe recruiting unit. There were many staff changes, a changing economic situation and job market, and some changes in emphasis and procedure. Two new recruiters were hired: Tala Suafai the Samoan community, and Darry Lee within the Korean community. Emmett Rosebrough, Doug Yamamoto, and Karen Yee are recruiting (respectively) in the Black, Japanese, and Chinese communities, replacing Alberta Grant, Greg Marutani and Alvin Ja. Chris Lamadora, Dan Amerson and Luis Escobar are still serving the Filipino, Native American and Latin communities.

A weekly recruiters' meeting helps solidify communication, and provides a means of mutual problem - solving. During the last six months of 1974, the unit had a series of staff development sessions with some of the other complaint and compliance agencies in San Francisco, in order to better acquaint the newer staff members with services available and with the functions of other agencies. It plans to hold workshops and seminars on Civil Service procedures, applications, appeals, promotive opportunities, etc. Hopefully, this will tie in more closely with the Civil Service staff, and with the Civil Service Employment Counseling staff.

I. Private Industry Activity

During the last 6 months of 1974, the recruiters placed 108 people in private industry, excluding the 84 Christmas job placements. This compares with 142 in the previous six-month period; and averages about 18 placements per month and a total of 1,314 placements in private industry (including mass referral programs) since the program began. This is a good figure in view of the declining job market. The unit has been faced with freezes and lay-offs in almost all aspects of the private sector. The number of private job orders slowed to a trickle and there is what is called an "employers' market", meaning that employers have much more freedom to pick and choose applicants because of the large number of qualified applicants looking for work.

The recruiting staff concentrated on making new contacts with private industry and maintaining old ones, plus working more closely with the HRC Affirmative Action staff to develop contacts with companies as a recruitment & referral unit. The unit met with Standard Oil Co., Bechtel Corporation, Johnson & Higgins, some of the large hotels, and other businesses. The understandings from these meetings in memo or letter form, are being written up to determine what progress is made.

Some new procedures established involve systems for referral to training programs. The unit established a staff screening committee for the Bartenders Apprentice Program. It referred 8 qualified applicants to the Bartenders Screening committee. Each was sent with a letter of recommendation, and a list was then sent to the committee. This enables the HRC 1. to keep track of the referrals and, 2. to insure the quality of those sent from the HRC office. Staff also has participated as part of the screening panel for other training programs.

II CETA Activity

During the month of September, the unit asked to be involved in the referral of minority persons to the new public employment program. As was the previous Emergency Employment Act, the Comprehensive Employment and Training Act (CETA) is administered by the Mayor's Manpower Office.

HRC interests in this program are many. First, because of the growing unemployment in the minority communities of San Francisco. Clients have long been experiencing a crisis in this area which is duplicated only by the Great Depression and is now being felt in the mainstream of the workforce. We felt the strong need to be as integral a part of a solution to this crisis for our clients as was possible to do. In addition to this, we know that the EEA and CETA programs have offered in - roads for our clients to permanent Civil Service employment. We were also interested in some of the trainee positions and in job classes which offered opportunities to make progress in Affirmative Action.

The CETA program has presented many problems. HRC was unable to set up a system with the CETA office to directly refer clients for interviews, they had to take their chances on Thursday morning with all the rest. It soon became evident, that, even if the CETA program were run with an absolute minimum of bureaucratic inefficiency and error, the scope of the problem is so large and the scope of the current solution is so small there is bound to be a mass - scale disappointment with the program. The CETA program will employ around 2,000 people and the number of unemployed in San Francisco is upwards of 35,000 people.

Because the unit is notified of the jobs one day earlier than they become posted, there is a fair success rate with the program. HRC has placed 118 people in CETA from September and have had 386 total EEA & CETA hires since the beginning of the Federal Programs (which funds about 25 people at the HRC). HRC has met with the CETA administration to discuss mutual problems with the administration of the program.

III Civil Service Activity

Because of the long delay in placement, it is a most difficult area to keep track of statistically. There were 132 total placements on Civil Service lists during this six-month period which was 16 more than the previous six months. This makes a grand total of 635 placements with Civil Service since the beginning of the HRC program.

The unit is planning a series of workshops and seminars directed towards the writing of a simplified manual of Civil Service procedure for the office. In addition, each recruiter will take a specific area of Civil Service Service and become familiar with procedures in that area, concentrating on complaints, protests, and appeals within each area of specialty. The unit will also keep an eye open for possible problems with the discriminatory terms of the exam announcements, such as sex-tied job categories (i.e. Typewriter Repairman) which were recently protested.

Recruiting for several large classes included extensive recruiting for Deputy Sheriff, in the form of leaflets and community contacts. This placed heavy influence on recruiting for Latinos, Asians and women. Other large classes recruited for were Eligibility Work, Clerk, Junior Clerk, and Junior Account Clerk.

Civil Service recruitment was the original reason for the formation of the HRC unit, and it continues to be an area of great interest and activity of staff. Civil Service will be getting even more emphasis from staff in the future. As the private job market continues to decline, Civil Service offers more and more chance for stable employment, even though the wait may be long.

-more-

The Recruiters' Program began in February of 1972. Since then the HRC has placed 1314 people in private industry (including 669 in mass referral programs), 635 people on Civil Service lists, 386 people on CETA and EEA, and 142 in non-Civil Service City jobs for a total of 2,477.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Request for Endorsement: State Senate Bills 411 & 412 Regarding Bilingual Phone Services.

Action on these bills was postponed to April 24th.

- Request for Letter of Concern on Implementation of 9-1-1 Emergency Telephone Service.

Because of the confusion to date in the Board of Supervisors and City department re: the money to make possible the implementation of the 9-1-1 System (as announced) on September 1, the Social Programs Committee will write to the Committee asking what action they will take on commitments to provide basic emergency information and services to persons not speaking English. Pacific Telephone had earlier said that multilingual needs would be taken care of by 9-1-1 beginning September 1st.

To an inquiry from Commissioner Fine, Jack Casford reported that the Social Programs Committee had been represented at a recent community meeting where a number of persons expressed misgivings over the automatic recording of emergency calls by the Police Department.

DIRECTOR'S REMARKS

Mr. Becker commented on the lack of a quorum, and a Commissioner remarked that hearing reports on which they could not act because of lack of quorum was a waste of time. He said that lack of a quorum wasted staff time which had been devoted to researching and preparing a program or resolution, informing commissioners with written material, only to have all this lost because formal acting could not be taken for want of a quorum. This undermines staff morale, he said, and he asked the Chairperson personally to call the commissioners most often absent, to see if they will be able to serve more regularly, not only by coming to HRC meetings but by serving on committees as well. Chairperson Medearis agreed to make such phone calls.

Commissioner Mezey asked if there were some way to have the HRC Rules and Regulations include requirements of attendance. Director Becker said the HRC enabling Ordinances would have to have this requirement. Ms. Mezey said the Commission on the Status of Women has written in an attendance condition.

*****The HRC will ask the City Attorney for an opinion on this matter.

- Supervisors Francois and Kopp have proposed two ordinances:

1. An increase in the number of HRC members from fifteen to sixteen with the commissioner added publically identified with the homophile community or one who has worked closely with the homophile community, and

2. Giving the HRC the responsibility of forming an Advisory Committee consisting of three persons publically identified with the homophile community or working closely with the homophile community, which committee can address itself to the problems of that community.

Mr. Becker said that staff concerns on this issue are that specific creation of a position on the HRC for a specific group gets away from the obligation of the Mayor spelled out in its ordinance) to appoint a broadly-representative group. There is also concern that if this practice is started, then other groups might wish to emulate it. The Advisory Committee idea is good and represented in such bodies the HRC has set up in the Latin, Chinese, and Native American communities. The problem is that regular participation by community people is extremely difficult to obtain.

Mr. Jim Foster, of the Alice B. Toklas Memorial Democratic Club, announced to the HRC that the Club on April 9th voted unanimously to oppose there being created a seat on the HRC specifically for the Gay representation. He said the Club members feel that such an action would create divisive feelings in the community. The Club also feels that the Board of Supervisors should create a full-time paid staff position on the Human Rights Commission to meet the needs of the Gay community if it really wants to help.

Commissioner Fine said that he had in the past supported an expansion of the HRC, but not designating a specific group to be included. The Employment Committee has had representatives of the Gay community. The Police Liaison Committee has a Gay representative.

- Commissioner Mezey felt that more regular attendance makes commissions more effective, rather than expanding to more members.

- HRC Ethnic Employment Pattern Survey of City workers by Departments.

The HRC has for a number of years published the results of an extensive survey of the City's epartments showing the racial, ethnic workforce breakdown.

The last report published was as of December 1, 1972. In 1973, the Federal government began requiring cities to report such a breakdown by fiscal year, beginning July 1st. In June, 1974 the HRC began collecting data for an Ethnic Survey for 7/1/74. The material is being recorded on the computer, based on a self-reporting form, for self-identification. Some individuals reported themselves in humorous or strange categories. This has impeded the work.

Wayne Redus, Coordinator of Employment, reported that the HRC obtained a letter from George Grubb of the Mayor's Office asking departments to finish the survey. A second letter has resulted in reducing the list of unsubmitted reports from 17 to 7 departments. Two are in contact with HRC staff (Department of Social Services, and the Emergency Hospital Division of the Department of Public Health). Those departments still not heard from are: Civic Auditorium, Art Commission, REcorder's Office, the Real Estate Department, and San Francisco International Airport. When these reports are received, the survey by the EDP Department could be completed within a month.

- Job Loss Problems

The City currently is experiencing a special unemployment crisis in addition to the national recession, specifically:

Yerba Buena Center, delayed by a number of lawsuits. The HRC has a number of requirements for affirmative action in the contract which the prime contractor has agreed to. All subcontractors as well signed these agreements.

San Francisco International Airport jobs also containing affirmative action requirements, are not developing because of the tieup by an environmental impact lawsuit.

In re: Hunters Point Naval Shipyard, the HRC is monitoring negotiations between a consortium of community groups (Bayview-Hunters Point, Chinese for Affirmative Action, Native American, Mission Hiring Hall) to develop a training program so when jobs start there there will be a training agreement with the community and the unions, which have been very responsive. The Navy has put such rigid requirements on potential bidders that they could not be met.

These are potential areas for jobs, where the HRC has developed an ability to get more minority people on these sites, but the jobs are not opening up.

NO NEW MATTERS

REMARKS FROM THE AUDIENCE

Ms. Harrison commented on the need for in-service training for teachers and others involved in suspensions. She said the training should be by community people.

CALENDAR MATTERS

- The next regular meeting of the HRC will be at 9:15 a.m., Thursday, April 24th in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, April 17, 1975 (9:30 a.m.) Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, April 17, 1975 (3:45 p.m.) Thursday, May 1, 1975 (3:34 p.m.)
Housing & Urban Development	Tuesday, April 29, 1975 (9:00 a.m.) HRC Office, Room 509 - 1095 Market St. San Francisco, Ca.
Social Programs	To Be Announced
Police Liaison	Wednesday, April 16, 1975 (4:00 p.m.) HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

William Becker
via
Jack Casford

WB:JC:pa
4/17/75

Attachment - 1 (Candlestick Park

CHART I

CANDLESTICK PARK (STEVENS CORP.)
JUNE 28th to DECEMBER 15th

I CULINARY			MALE							FEMALE							
TOTAL	M	F	BLACK	SPAN. ORIG.	CHI-NESE	FILI-PINO	JAPA-NESE	NAT. AMER. IND.	OTHER NON-WHITE	BLACK	SPAN. ORIG.	CHI-NESE	FILI-PINO	JAP-PAN	NAT. AMER. IND.	OTHER NON-WHITE	TOTAL MINOR-ITY
116	73	43 (37.1%)	39	19	5	6	0	0	1	17	12	0	2	0	0	0	101 (87.0%)
HIRED SINCE AGREEMENT																	
82	54	28 (34.0)	32	10	5	5	0	0	1	14	7	0	2	0	0	0	76 (92.7)
TOTAL DAYS WORKED																	
1996	1514	482 (24.1)	763	452	37	75	0	0	5	217	171	0	19	0	0	0	1739 (87.1)
II VENDORS																	
54	54	0	22	24	0	1	1	1	1	-	-	-	-	-	-	-	50 (92.6)
HIRED SINCE AGREEMENT																	
31	31	0	11	14	0	1	0	1	0	-	-	-	-	-	-	-	28 (90.3)
TOTAL DAYS WORKED																	
789	789	0	275	338	0	16	43	3	24	-	-	-	-	-	-	-	699 (88.6)

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO
Minutes of the Meeting of April 24, 1975

NEXT MEETING:	May 8, 1975 Thursday	
Commission Room Third Floor	Main Library Civic Center	
NOTE:	THIS MEETING WILL START AT 9:15 A.M.	

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

DOCUMENTS
MAY 12 1975
SAN FRANCISCO PUBLIC LIBRARY

ROLL CALL

COMMISSIONERS

Present Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Ben L. Hom, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused Joseph Garcia, Sister Mary Bernadette Giles, Louis Heilbron, Earl Livermore, Curtis McClain

Staff William Becker, Joan Barr, Jack Casford, Jo Daly, Carol Ellison, Luis Escobar, Melanie Jenkins, Lily Lee, Cole Lew, Jesse Martinez, Wayne Redus, Gail Roberts, Jose Robleto, Tala Suafai

Pledge of Allegiance

Minutes of Meeting of March 13th and April 10th.

- On behalf of Commissioner Heilbron, Jack Casford noted the following corrections:

1. In the March 13th Minutes, Page 4, in mid-page, the motion "that the HRC approve these amendments with the abstention of Commissioner Sandoval" was NOT carried, and the text should show only m/s (moved and seconded).

2. Also on this same page, the last six words (and the first word "Constitution" on the next page) should be stricken.

3. In the April 10th Minutes, Page 2, under the Housing and Urban Development Committee presentation Recommendation Regarding Draft Demolition Ordinance - James Holley's title should read, "HRC Housing Specialist - #2997".

COMMUNICATIONS

- From Supervisor Quentin L. Kopp, a copy of an ordinance he has introduced to control the establishment of any new business seeking to sell concealable firearms in San Francisco.

- From Philip Cali, Director, Facilities Planning and Construction, San Francisco Unified School District, thanks for a report which Mr. Becker and HRC Affirmative Action Officer Stanley Lim prepared on the affirmative action of the contractors doing work on the Field Act projects (bringing school properties up to earthquake-proof standards).

- From William L. Becker, verbal resignation as Director of the HRC, effective April 25th, and asking that his resignation be accepted.

It was

*****m/s/c that the HRC accept the resignation of William L. Becker as Director and authorize the Chairperson to work out the exact date and to

-more-

provide for a transition administration until a new Director is selected as provided in Section 12A.4. (b) of the City Administrative Code which reads:

> The position of Executive Secretary to the Commission shall be established pursuant to and subject to Sections 3.500 and 8.200 of the Charter of the City and County of San Francisco. The person occupying such position shall be appointed by the Chairman of the Commission with the approval of a majority of the members of the Commission. The position of Executive Secretary to the Commission shall be exempted from the residency and electoral requirements of Section 16.98 of the San Francisco Administrative Code. All staff personnel shall be under the immediate direction and supervision of the Executive Secretary.

- Commissioner Raab called Mr. Becker the "most important single force in moving the concerns of the Commission in the City of San Francisco in the last several years."

It was

*****m/s/c that the Chairperson of the HRC set up a Personnel Committee to develop an applicant search procedure, to recommend a preliminary selection procedure to find a Director as soon as possible and report back to the next HRC meeting on May 8th.

*****Chairperson Medearis appointed Commissioners Bartlett, Bedford, Mezey, Raab, and Wong to this Personnel Committee.

Chairperson Medearis announced that he was requesting that the Mayor's Office appoint as Interim HRC Director the Rev. Joseph Meza, presently the Mayor's Deputy for Social Programs.

It was

*****m/s/c that this request be ratified.

*****On the suggestion of Commissioner Bedford,

It was

*****m/s/c that a Committee be named to study a means of honoring Mr. Becker for his service as Director. Chairperson Medearis named Commissioners Bedford, Mezey and Wong to bring their report to the HRC by May 8th.

- Chairperson Medearis thanked the Commissioners for their response to his call for regular attendance. He also urged a continuation of staff cooperation during this transitional period.

COMMITTEES

EMPLOYMENT

Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Co-Chairpersons
Caryl Mezey, Interim Chairperson

- Request for Endorsement of Assembly Bill 633 (Foran). This bill was discussed at the April 10th meeting and action postponed until this meeting because of lack of a Quorum. It would make it unlawful to discriminate in employment against any person because of sexual orientation. A hearing is scheduled for this bill on April 24th (the date of this HRC meeting).

It was

*****m/s/c that the HRC endorse AB 633.

- Request for Endorsement of HR 166, an act called the "Civil Rights Amendment of 1975". Its purpose is to prohibit discrimination on the basis of affectional or sexual preference. It, too, was discussed on April 10th with action postponed to this meeting. It would amend the Civil Rights Act of 1964 by inserting the words "affectional or sexual preference" to discrimination clauses relating to public accommodations, public facilities, public education, Federally-assisted opportunities, equal employment opportunities, intervention and procedure, housing, services, prevention of intimidation, and assistance.

It was

*****m/s/c that the HRC endorse HR 166.

- Fisherman's Wharf Affirmative Action Report - Melanie Jenkins.

This survey was done in January 1975 as a follow-up to the Affirmative Action Program signed in August, 1974. The survey is being used to monitor the agreement and to isolate problem areas for possible solution. The annual survey covers all persons on the payroll as of December 31, 1975 and the quarterly surveys cover the quarters July through September, 1974 and October through December, 1974. Although there were many difficulties with the return of the surveys by the thirteen restaurants participating, plus the World Trade Club, all information was finally returned by the beginning of March.

The survey includes all signatories (Alioto's Restaurant, Borruso's Lighthouse Seafood Grotto, Carnation Dairy, Castagnola's Restaurant, The Crow's Nest, Fisherman's Grotto, Franciscan Restaurant, Pompeii's Grotto, Sabella And La Torre's, Scoma's, Stradel's Fish Grotto, Tarantino's Restaurant, Victoria Station and the World Trade Club) of the Affirmative Action Agreement - those restaurants having four or more employees and having leases with the Port Commission. Nonlease-holding restaurants and the small "Mama and Papa" type restaurants are not included in this report. The report compares the current data to that collected in December, 1973, and included in the 1974 and that for 1970 (when available). It also includes an analysis of the quarterly activities (hiring, terminations, upgrading). The data is separated for the visible staff, i.e. dining room and bar staff, and nonvisible staff, i.e., kitchen, office, and other personnel. A separate analysis includes the more prestigious jobs - i.e. waiter, waitress, bartender. All the information is broken down by race, ethnic group and sex. Supportive tables are attached to thes Minutes.

There has been an overall increase of the number of minority employees on the Wharf in the last year although a decrease in the percentage by 1.5%. This is due to a number of factors. The number of jobs increased by over 100. These jobs are mostly in the dining room. In this area the minority percentage has increased. The kitchen figures lost minority percentages; these were mostly in the Chinese group and the Chinese have gained in the dining room. The minority percentage in visible jobs has slightly increased, the increase being all because of the increase in the number of minority women employed. A greater percentage of all minority workers are now in visible jobs. These increases are primarily because of the increased number (nearly double) of Chinese in the higher-paid visible jobs. Overall, there are also more minority women employed in all these categories than were employed last year, although the number if still small (17). Somewhat disappointing are the figures for Black people in the upper level dining room jobs. Although the number has stayed the same, the percentage is now 1.8%. This situation does not seem to be being remedied by the number of Black trainees. This problem will have to be tackled when the new goals and timetables are set in August, because there is not much evidence of a "good faith effort" in this specific problem area.

In the kitchen, there are more Black, white, and Spanish-Origin males employed than last year. The same number of women are employed in the kitchen (although the percentage has decreased). The position of Chef or Chief Cook has shown some changes. There are now 2 Black males employed as chefs, although the number of minorities remains the same because a Native American male and a Chinese female were lost. A small but significant loss is in the number of Native Americans employed overall. This has gone down from 4 to 1.

The information for the quarterly surveys has been kept very erratically. These are the forms which have presented the most problems for the restaurants because they require record-keeping of a nature which hasn't been done on the Wharf before. The job was made a little easier in asking for this information by the fact that a consent decree, involving some of the restaurants, was handed down by the Equal Employment Opportunity Commission. The decree required the same kind of information regarding applicants, hires, terminations, promotions and the maintenance of an Affirmative Action File.

The agreement will have to be more heavily monitored for the provision of basic information. The Affirmative Action file must be expanded, and uniform methods of information-taking and keeping must be developed.

More active participation in existing training programs must be encouraged. This will have to be done on the basis of individual meetings with some of the restaurants because there are those who are doing their job well and carrying the burden for other restaurants.

The restaurants require more HRC Staff work because, unlike the hotels with sophisticated personnel methods and affirmative action goals, some restaurants are very new to the demands and concepts of the law and its application. They also haven't the more complete staffing which the hotels have. Basically, it appears that the restaurants are willing to make a good faith effort and some of them must be assisted to know how, where, and when that effort can be most effectively directed. More concentrated effort must be made on training, and HRC staff has been involved in several aspects of this. One is that we made a real effort to recruit for the Bartender's Apprentice Program and succeeded in placing 5 out of 7 referrals into the first 15 on the Bartenders' list. Now it remains to persuade the restaurants to take a few of the apprentices off the list. Also the HRC has been involved in the establishment of recruitment for the S.F. Hotel Restaurant Labor Management Education Fund classes, with a special effort toward the upgrading of the Bus personnel on the wharf. We hope to be involved in a special recruitment for English as a Second Language classes specifically directed at the hotel restaurant industry.

The Affirmative Action Agreement will be carefully monitored over the next 6 months. The problem areas which have appeared in the data of this report will be included in the analysis which leads to the establishment of specific goals and timetables as was agreed to in the program.

- Ms. Jenkins announced that responsibility for monitoring the Wharf restaurant Affirmative Action Agreement will henceforth be taken by Edward Vurek and Essie Thomas of the HRC staff.

- In response to an inquiry from Commissioner Wong, Coordinator of Employment Wayne Redus explained that the designation "Asian" is being used in lieu of "Oriental" in workforce breakdowns, with the HRC asking a further tally of Japanese, Chinese, and Filipino.

- Hotel Industry Employment and Training Survey Report - Jesse Martinez

The Human Rights Commission's predominant interest concerning the hotel industry lies in generating and expanding affirmative action programs in the employment of women and minorities. Such efforts are basically through recruitment for new employment as a result of turnover and growth, and upgrading. The industry though not technically City contractors, is within the HRC's purview under the San Francisco Administrative Code, Chapter 12A, where the controlling factor is voluntary compliance.

Subsequent to the hotel industry report of March, 1974, various transactions occurred which have contributed to affirmative action employment in the industry. Informative meetings between HRC and the larger hotels were held to develop a better understanding of the kinds of employees sought. Increased hotel commitment was expressed in hiring graduates of the San Francisco Hotel - Restaurant Labor Management Education Fund training program. In many cases, hotels increased career opportunities via upgrading and transfer of promising employees. A significant number of

hotels consistently reviewed their workforce statistics in identifying particular needs. In some cases, the HRC assisted in affirmative action seminars and consulation i.e., as with the Hyatt Corporation. Although the economic situation for the past year was not altogether encouraging, the industry did well, increasing total minority representation from 54% to 60%. The San Francisco Convention and Visitors Bureau reported a significant increase of tourists in 1974 over 1973.

Achievements in affirmative action were possible and attributable to continued assistance from Irving K. Baldwin and the Hotel Employers Association of San Francisco, Joseph Belardi of the San Francisco Culinary Joint Executive Board (AFL-CIO), including the respective locals mentioned below, Robert E. Berger and the Hotel Personnel Executive Council, and Ruth Drossel, Coordinator, San Francisco Hotel-Restaurant Labor Management Education Fund.

Hotel statistics are obtained from 38 member hotels of the Hotel Employers Association of San Francisco. Union indicated are members of the San Francisco Culinary Joint Board.

Data is also obtained from:

San Francisco Hotel Restaurant Labor Management Education Fund. Ruth Drossel, Coordinator.
A joint effort by the Hotel Employers Association and Golden Gate Restaurant Association and the Culinary Joint Executive Board (AFL-CIO) to increase employee resources.

City College of San Francisco. Hotel and Restaurant Department, Peter Gistaro, Adviser. The Hotel and Restaurant curriculum trains students for the hospitality field.

Recruitment by the Human Rights Commission was:

November 1973 - March 1974		April 1974 - March 1975
30	- Hotel job orders placed with HRC	33
41	- HRC referrals	38
6	- HRC successful hires	9

It is important to note that these hotel job orders to the HRC are always made after the respective union local has been contacted for assistance.

HRC referral efforts improved primarily through constructive communication with the hotels. In 1973 - '74, 15% of HRC referrals were hired. The 1974 - '75 figures indicate 24% referrals hired; with 27% of the 1974 - '75 job orders filled by the HRC as opposed to 20% for 1973 - '74.

Recent statistics reaffirm the continued fact of the San Francisco hotel industry being an important employment source for San Francisco's minority communities. Inspection of the various job categories indicate some areas are still in need of improvement.

Problem areas include the Administrative Services category where Black representation decreased, 8% to 7%, and Spanish-Origin representation was unchanged at 5%. Accounting positions increased Black and Spanish-Origin representation from 8% to 11% and 7% to 8%, respectively. The Front Office category reveals a decrease of Black, Spanish-Origin, and Filipino inclusion in 12% to 7%, 6% to 4%, and 2% to 1%, respectively. Black employees decreased in the Front Office Cashier positions from 5% to 3%, and include a low number of Spanish-Origin people - 5%. Engineering and Maintenance Department decreased Spanish-Origin workers from 7% to 5%.

Significant increases were made as follows:

Administrative Services, Accounting - Native American, 1% to 2%, 1% to 4%, respectively.

Front Office - Chinese, 3% to 5%, Native American, 1% to 5%.

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Front Office Cashiers - Filipinos, 3% to 5%; Chinese, 4% to 7%.

PBX - Blacks, 8% to 14%; Japanese, .5% to 2%; Native American, .5% to 2%.

Door, Bell, Parking - Spanish Origin, 8% to 11%; Filipino, 7% to 13%; Chinese, 6% to 12%.

Engineering and Maintenance Dept. - Blacks, 9% to 11%.

Beverage Preparation - Blacks, 4% to 9%; Filipino, 8% to 13%, Japanese, 0 to 3%.

Food and Beverage Service = Spanish Origin, 12% to 15%; Chinese, 13% to 19%.

Overall minority under representation continues within the following categories:

	March 1973	March 1974
Administrative Services	23%	27%
Front Office	28%	26%
Front Office Cashier	18%	25%
PBX	18%	25%
Engineering and Maintenance Dept.	29%	29%
Security	13%	15%

However, as the figures indicate, with the exception of Front Office and Engineering and Maintenance, there have been important increases in minority employees.

Females decreased in the total industry workforce from 46% to 42%. Unfortunately, female employees remain in many of the traditional occupations such as clerical and housekeeping. There is a need for a greater effort to increase female representation in areas of Administrative Services (39%), Food Preparation and Cleanup (cooks and bar help), 14%, and Beverage Preparation (bartenders), 7%.

According to the survey, Black representation in Bartenders Union, Local #41, increased from 1% to 2%. Blacks decreased in the Cooks, Pastry Cooks Union, Local #44, from 13% to 10%.

The Filipino, Chinese, and Japanese membership appears adequate with the exception of Bartenders Union, Local #41, having memberships of .7%, 3% and .6%, respectively. The Cooks Union, Local #44, data showed a decrease in Japanese members from 2% to .6%.

Spanish-Origin representation in all the unions surveyed ranged from 11% to 25%.

There is an overall good minority representation within the unions. The Bartenders Union Local #41, with 25% total minority representation has the lowest of any of the locals, and it is engaged in efforts to increase this representation. (Please see Bartenders training classes below).

The San Francisco Hotel Restaurant Labor Management Education Fund program is the ideal vehicle for affirmative action efforts. Indications are that minorities are enrolled sufficiently in the various classes. Minority enrollees varied within 32% in the Bartenders (entry) class to 100% in the Waiter/Waitress class. Quite encouraging was the 60% minority enrollee in the Advanced Bartenders class.

Female enrollees in the Bartenders' class, entry 38% and advanced 28%, is heartening.

Training figures at the City College of San Francisco in its Hotel and Restaurant Department, were:

	Spring 1974 Enrollees	Spring 1975 Enrollees
White	164 (69%)	161 (64%)
Asian (Japanese, Chinese)	29 (12%)	35 (15%)
Spanish-Origin	27 (9%)	23 (10%)
Black	11 (5%)	12 (5%)
Other non-White	6 (2%)	9 (4%)
Filipino	3 (1%)	5 (2%)
Korean	2 (1%)	2 (.7%)
Nigeria		2 (.7%)
Total Enrollees	244 (100%)	249 (100%)
Total Females	40 (16%)	48 (20%)
Total Minorities	80 (32%)	88 (36%)

City College has arranged the program so students can fulfill the requirements for graduation from the college with an Associate of Science Degree.

Black and Spanish-Origin enrollees remained fairly constant. Minority enrollment figures show a small but important increase; an increase which undoubtedly will or should serve the interests of hotel labor and management.

Last year's action proposals were implemented with encouraging results.

Upgrading, whether by independent training programs or internal efforts, remains the major factor in promulgating affirmative action.

HRC staff will work to:

- Coordinate and augment the affirmative action potential of training program graduates with hotel needs. This would include specific relationship with City College's placement endeavors.

- Review individual hotel statistics and assist in identifying particular problem areas.

- Encourage the further implementation of in-house upgrading and increase promotion opportunities through the use of existing training vehicles.

Indeed, given the prior considerations outlined here and implemented to date and the sincerity of many hotel persons in affirmative action attempts, continued improvement should be forthcoming, said Mr. Martinez.

- Irwin Baldwin, of the Hotel Employers' Association, addressed the HRC briefly. He reaffirmed the Association's commitment to upgrading minority personnel participation. He said he believed that the addition of more hotels to the City and an increased occupancy rate will mean the job situation and minority opportunity will improve.

*****Director Becker commended Mr. Baldwin for his work with the HRC on these programs.

- Request for Endorsement of Assembly Bill 232 (Greene)

This bill would eliminate the authority of the Industrial Welfare Commission to permit an employer to receive or deduct from employee wages any part of a gratuity given to or left for an employee by a patron.

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It was

*****m/s/c that the HRC endorse AB 232.

- Proposed Resolution in Opposition to Proposed City Ordinance Adding a Sixteenth Seat to the HRC, Specifically Designated to be Filled with Someone Identified with the Homophile Community.

This issue had been discussed at the HRC's April 10th meeting. Supervisors Francois and Kopp have proposed this ordinance.

Commissioner Mezey introduced several speakers who wished to express their positions on this issue.

It was

*****m/s/c to hear the speakers, who had not been heard at the Employment Committee meeting where the Proposed Resolution was adopted.

William P. Beardemphl, publisher and editor of the San Francisco Sentinel newspaper. Founder of the Society for Individual Rights.

Mr. Beardemphl noted first that the HRC's Affirmative Action reports given earlier in this meeting did not include Gay minority categories. He said that there is a higher unemployment rate in the Gay community than in any other community. He said he was appearing because of community concerns on the proposed Francois-Kopp ordinance. He said that a group of homophile organizations some six months ago sent a formal resolution to the Mayor asking that a seat on the HRC for a Gay representative be created. This request was not acted on. A presentation to Mr. Francois by the homophile community led to a phone call to Director Becker in which Mr. Francois suggested the addition of a 16th seat on the HRC specifically designated for a member of the Gay community.

Marina, a City Hall reporter for the Sentinel, said that the community had asked Supervisor Francois which would be the best means to achieve representation, a policy statement or an ordinance. She said, "The sixteenth seat is not even necessary...You can have fifteen and specify the first available vacant seat thereafter."

Mr. Beardemphl added that originally the only concern was that the HRC form a special committee that would hold public hearings on homosexual questions. He repeated support of the proposed Francois-Kopp ordinance creating a 16th seat.

Paul Hardman, founder of the Pride Foundation, reviewed past actions brought against the Pacific Telephone and Telegraph Company regarding its alleged discrimination against homosexuals. Mr. Hardman is a co-founder of the California Committee for Equal Rights which works on the legislative level. Mr. Hardman said that there should be a Gay member of the HRC and said he supported the creation of a 16th seat on the HRC, which is the "only place in the City structure that a homosexual problem could really be handled in this context."

Charles L. Morris, speaking as a private citizen. Mr. Morris is a writer and a lecturer on homosexual lifestyles. He said the addition of a 16th seat on the HRC is "the place to begin to alleviate the fear that homosexuals live in every day of their lives."

F. E. Mitchell,director of the Page Street Survival House, formerly the Golden Gate Liberation House. He said that in attempting to refer homosexual problems to social service agencies he has found very few are prepared to handle them.

Jim Foster, of the Alice B. Toklas Memorial Democratic Club, repeated the position he stated at the HRC on April 10th, that creation of a specific homophile seat on the HRC would create divisions in the community, though he has no objection to a Gay member on the HRC. He asked that the Supervisors proposing the ordinance be advised to support creation of a permanent City-funded staff position at the HRC for a Gay person to handle Gay problems.

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With an addition suggested by Commissioner Raab,

it was

*****m/s/c that the HRC adopt the Resolution in Opposition to Proposed Legislation Adding a Sixteenth Seat to the Human Rights Commission. The full text of that resolution is attached to these Minutes. The Raab addition reads:

Be it further resolved that the HRC urgently propose to the incoming Mayor that sexual orientation is now included in Section 12A.4, and that there has not been anyone in the history of the HRC that could be said to explicitly represent that community, and that therefore his early appointments should include such a representative.

YOUTH AND EDUCATION

- Affirmative Action Proposed by School District Staff for Consideration by the San Francisco Board of Education.

The Committee at its April 17th meeting approved the recommendation that the HRC adopt the policy statement proposed by School District staff. Commissioners had been provided copies of the working draft of Affirmative Action Policy in advance.

With the recommendation of Commissioner Bartlett that references in the Resolutions of the Affirmative Action Policy be amended to replace "ethnic minority", "ethnic/sex composition of the staff", or "ethnic community" with wording that would refer to "those areas of nondiscrimination covered in the City's Nondiscrimination Ordinance".

It was

*****m/s/c that the HRC approve the working draft of Affirmative Action Policy as proposed.

- The Committee also wished there to be expressed to the Board concerns about need for a broadly-based membership to be appointed on the Affirmative Action Review Committee of the District.

- Staff was directed to represent the HRC concerns at the Board of Education meeting when the issue is considered.

- SFUSD Programs for the Gifted, 1974-1975 Academic Year Status Report

This is a comprehensive report prepared by HRC staff. It covers details of the District's Program for the Gifted for the 1974 -75 school year, a description of the funding for the program, certification of programs, and the status of the Gifted Program at the elementary, junior and senior high school levels. Ethnic make-up of total impact classes compared as of February 1974 and 1975 is given in this report.

It was

*****m/s/c that the HRC accept the Programs for the Gifted Report by the HRC staff.

- Native Language/Cultural Program Options

The HRC, at its special meeting March 24th, adopted the Statement on English Instruction and Bilingual-Bicultural Education. The final Resolution was as follows:

"BE IT FURTHER RESOLVED, as a separate matter, that this Commission recognizes clearly the following: 1. that these above resolutions speak primarily with our understandings of the specific issues addressed by the Lau v. Nichols Decision; 2. that it is quite evident the multiple cultures in the S.F. society present additional issues which are not addressed by Lau c. Nichols, 3. that this Commission sees some legitimate issues held by these cultural minorities, 4. that this Commission calls upon the San Francisco Board of Education to address these legitimate cultural issues;

and 5. this Commission calls upon its Youth and Education Committee to address and make recommendations in respect of these additional cultural issues."

The Youth and Education Committee, at its April 17th meeting, held its preliminary discussion of this matter. The District's Bilingual Task Force will be invited to a subsequent meeting, tentatively scheduled for May 15th, to discuss their pertinent recommendations. Anyone who might be interested in this discussion is cordially invited to attend.

The Committee felt very strongly that the learning of English in no way implied the acceptance of any culture or value system especially that ascribed as White middle class. The question was raised of how are native language and culture transmitted for those who wish it. This issue will be explored in depth May 15th.

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Ordinance - Edith Witt, HRC Housing Representative.

The Commissioners were provided copies of a brochure "San Francisco Where Do Your Children Live?" published by the Fair Housing for Children Coalition representing some 75 organizations in the City supporting a local ordinance to prohibit landlords from discriminating against families with children.

The ordinance was introduced April 14th by Supervisor Mendelsohn, and co-authored by Supervisors Nelder, Gonzales and Pelosi. It will be heard before the Planning, Housing and Development Committee of the Board on May 20th. The ordinance prohibits discrimination in rental housing solely on the basis of having children. The penalty has been reduced from a misdemeanor to an infraction. The latter provides only for a fine, not a jail sentence. The Coalition is discussing a provision regarding buildings in the private housing market that have a public policy of renting to the elderly.

Ms. Witt asked Commissioners to held obtain endorsements from organizations and to speak to supervisors about the HRC support.

- Recommendations Regarding the Request for Assistance by the Committee Against Nihonmachi Eviction (CANE). Proposed Resolution For the Increase of Low and Moderate-Income Housing and the Preservation of Small Businesses in Japantown.

Ms. Witt reviewed the history of this issue, dating from the government relocation of Japanese-Americans from the Western Addition during World War II. This period was followed by relocation under the Redevelopment Agency developments first in A-1 and then in A-2.

Ms. Witt described the concerns of small businesses and of low and moderate income residents who wish to preserve their neighborhood rather than see it become a "tourist attraction."

Ms. Joyce Nakamura, of CANE, urged HRC action in support of the proposed Resolution, saying that the proposed Resolution, saying that the Redevelopment Agency has announced it intends to procede with evictions in the area and to open bids for sale of buildings to be rehabilitated.

It was

*****m/s/c that the HRC adopt the Resolution For the Increase of Low and Moderate-Income Housing and the Preservation of Small Businesses in Japantown. The full text of this Resolution is attached to these Minutes.

POLICE LIAISON
Earl Raab, Chairperson

No Report

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Request for Endorsement: State Senate Bills 411 and 412 Regarding Bilingual Phone Services.

This action was carried over from the April 10th HRC meeting. SB 411 would direct the Public Utilities Commission to require telephone companies to publish bilingual or multilingual directories in service areas where 3 percent or more of the population speaks a primary language other than English. SB 412 would require both public and private emergency services agencies and phone companies to maintain round-the-clock personnel who are bilingual in English and the other language other than English spoken by 3 percent or more of the service area population.

Copies of these bills were provided in advance to the Commissioners.

It was

*****m/s/c that the HRC endorse SB 411 and 412.

- Status Report on 9-1-1 Emergency Telephone Service.

The 9-1-1 Ad Hoc Committee will appear before the Board of Supervisors' Finance Committee on May 30th at 2 P.M. to try to obtain City funding to make possible the implementation of the 9-1-1 service, as previously announced, by September 1, 1975. The Committee has been unsuccessful with the Board in recent weeks. Efforts are being made to seek funding through State and National Legislation, but in the latter case only the acquiring of background on the issue has begun. The State bill, AB 416, would provide basic State reimbursement for municipalties setting up 9-1-1 Systems (which must be implemented under State law by 1980). This measure has not yet been referred to a Legislature committee. It calls for an excise tax on phone bills. Pacific Telephone representatives have announced opposition to this measure.

- The HRC will sponsor a Community Meeting on Wednesday, April 30th at 7:30 P.M. in the Cafeteria Conference Room at the School District Building at 170 Fell Street. The meeting seeks to stimulate the various community groups to prepare for a May meeting the Bureau of the Census will hold regarding the 1980 Census planning, and to which it is vital that suggestions and ideas be brought. Research background has been provided some 75 community groups.

DIRECTOR'S REMARKS

- Joan Barr, Media Coordinator, is preparing two issues of FYI, the newsletter she produces under funding from an anonymous donor. This funding expires June 2, 1975.

1. One issue will be a compendium of types of affirmative action plans used by various contractors.

2. The second will be on the subject of ex-offenders.

NO NEW MATTERS

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be at 9:15 A.M., Thursday, May 8th in the Commission Room of the Main Library.

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STANDING COMMITTEES

Employment	Thursday, May 15, 1975 (9:30 A.M.) Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, May 1, 1975 (3:45 P.M.) Thursday, May 15, 1975 (3:45 P.M.) Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, June 3, 1975 (9:00 A.M.) HRC Office, Room 509 1095 Market Street, San Francisco
Social Programs	To be Announced
Police Liaison	Wednesday, May 7, 1975 (4:00 P.M.) HRC Office, Room 509 1095 Market Street, San Francisco

Respectfully submitted

William Becker
via
Jack Casford

WB:JC:pa
4:30:75

Attachments

TABLE I
COMPARATIVE TABLE
1970 - 1975

		(COLLECTED) (12/73)	(COLLECTED) (12/74)
TOTAL WORKFORCE	1970	1974	1975
MALE	*	578 83.2%	649 81.3%
FEMALE	*	117 16.8%	149 18.7%
TOTAL	582	695 100%	798 100%
MINORITY PERCENTAGE OF WORKFORCE			
MALE	*	346 49.8%	379 47.5%
FEMALE	*	21 3.0%	30 3.8%
TOTAL	287 48.5%	367 52.8%	409 51.3%
WHITE PERCENTAGE OF WORKFORCE			
MALE	*	232 33.4%	270 33.8%
FEMALE	*	96 13.8%	119 14.9%
TOTAL	300 51.5%	328 47.2%	389 48.7%
MINORITY PERCENTAGE OF VISIBLE JOBS			
MALE	*	148 34.2%	165 33.1%
FEMALE	*	10 2.3%	18 3.6%
TOTAL	116 34.3%	158 36.5%	183 36.7%
WHITE PERCENTAGE OF VISIBLE JOBS			
MALE	*	189 43.6%	210 42.1%
FEMALE	*	86 19.9%	106 21.2%
TOTAL	222 65.7%	275 63.5%	316 63.3%
PERCENTAGE OF TATAL MINORITY WORKERS IN VISIBLE JOBS			
MALE	*	42.8%	43.5%
FEMALE	*	47.6%	60.0%
TOTAL	41.1%	43.1%	44.7%
PERCENTAGE OF TOTAL WHITE WORKERS IN VISIBLE JOBS			
MALE	*	81.5%	77.8%
FEMALE	*	39.6%	39.1%
TOTAL	74.0%	83.8%	81.2%

*INFORMATION NOT AVAILABLE AS TO SEX

TABLE III

VISIBLE JOBS 1974 - (COLLECTED DECEMBER 1973)

	BLACK M	BLACK F	JAPANESE M	JAPANESE F	CHINESE M	CHINESE F	FILIPINO M	FILIPINO F	NATIVE AMER. INDIAN M	NATIVE AMER. INDIAN F	SPANISH ORIGIN M	SPANISH ORIGIN F	OTHER NON-WHITE M	OTHER NON-WHITE F	CAUCASIAN M	CAUCASIAN F	TOTAL M	TOTAL F	
Captain, Maitre d', Hostess					2						1				15	18	18	18	36
Waiter, Waitress	6	1	1		4		2		1		23	1	2		109	38	148	40	188
Checker, Cashier					5	1						1				14	5	16	21
Crab Stand			1												8		9		9
Bartender					3		1				3				39	1	46	1	47
Cocktail Waiter, Waitress					1	3		1				2				15	1	21	22
	6	1	2	0	15	4	3	1	1	0	27	4	2	0	171	86	227	96	323
	7		2		19		4		1		31		2		257		323		
	2.2%		.6%		5.9%		1.2%		.3%		9.6%		.6%		79.6%				

MINORITY TOTAL	66	20.4%
Minority Female	10	10.4%
Minority Male	56	24.7%

MALE TOTAL	227	70.3%
FEMALE TOTAL	96	29.7%

WHITE TOTAL	257	79.6%
White Male	171	75.3%
White Female	86	89.6%

MJ:bct

TABLE IV

VISIBLE JOBS - 1975 (COLLECTED DECEMBER 31, 1974)

	BLACK M	BLACK F	JAPANESE M	JAPANESE F	CHINESE M	CHINESE F	FILIPINO M	FILIPINO F	NATIVE AMER. INDIAN M	NATIVE AMER. INDIAN F	SPANISH ORIGIN M	SPANISH ORIGIN F	OTHER NON-WHITE M	OTHER NON-WHITE F	CAUCASIAN M	CAUCASIAN F	TOTAL M	TOTAL F
Captain, Maitre d', Hostess				2	3	1					2	1	1	1	19	23	25	28
Waiter, Waitress	6	1		1	11	1	3				20	1	4		121	48	165	52
Checker, Cashier					5	1						1				16	5	18
Bartender					5		1				3		1		39	1	49	1
Cocktail Waiter, Waitress					2	3						2			1	18	3	23
Crab Stand Other Personnel					3	1					1				10		14	1
	6	1		3	29	7	4	0	0	0	26	5	6	1	190	106	261	123
		7		3		36		4		0		31		7		296		384
		1.8%		.8%		9.4%		1.%		0%		8.1%		1.8%		77.1%		

MINORITY TOTAL

Minority Male	71	18.5%
Minority Female	17	4.4%
TOTAL	88	22.9%

MALE TOTAL	261	68%
FEMALE TOTAL	123	32%

WHITE TOTAL

White Male	190	49.5%
White Female	106	27.6%
TOTAL	296	77.1%

MJ:bct

TABLE VII

TOTAL EMPLOYEES BY RACE 1974 - 1975

	BLACK M	BLACK F	JAPANESE M	JAPANESE F	CHINESE M	CHINESE F	FILIPINO M	FILIPINO F	NATIVE AMER. INDIAN M	NATIVE AMER. INDIAN F	SPANISH ORIGIN M	SPANISH ORIGIN F	OTHER NON-WHITE M	OTHER NON-WHITE F	CAUCASIAN M	CAUCASIAN F	TOTAL M	TOTAL F
1974 (COLLECTED 12/73)	21	5	4	0	203	10	59	2	4	0	49	4	6	0	232	96	572	117
	26		4		213		61		4		53		6		328		695	
	3.7%		.6%		30.6%		8.8%		.6%		7.6%		.8%		47.2%			
1975 (COLLECTED 12/74)	32	6	2	3	214	13	60	1	1	0	58	6	12	1	270	119	649	149
	38		5		227		61		1		64		13		389		798	
	4.8%		.6%		28.5%		7.6%		.1%		8%		1.6%		48.8%			
NET MOVEMENT INCREASE	12		1		14		0				11		7		61			
%	1%		0%								.4%		.8%		1.5%			
DECREASE									3									
%					2.2%		1.2%		.5%									

MJ:bct

Resolution in Opposition to Proposed Legislation Adding a Sixteenth Seat to the HRC

Whereas, a proposed ordinance amending the San Francisco Administrative Code and adding a Sixteenth seat to the HRC which must be filled by a person who is publicly identified with the homophile community has been introduced to the Board of Supervisors of the City and County of San Francisco and;

Whereas such designation is unprecedented, and cannot be offered to every group which may not now enjoy representation on the HRC in a physical sense; Therefore,

Be it Resolved that the HRC go on public record as being in opposition to this proposed ordinance.

Be it further resolved that the HRC urgently propose to the incoming Mayor that sexual orientation is now included in Chapter 12A, Section 12A.4 of the San Francisco Administrative Code, and that there has not been anyone in the history of the HRC that could be said to explicitly represent that community on the HRC and therefore that the incoming Mayor's early appointments should include such representation.

Be it further resolved that the Board of Supervisors be urged to direct its efforts, in behalf of San Francisco's Gay residents, towards providing permanent city-funded staffing for the HRC inorder to provide more adequate services with respect to discrimination based on sexual orientation.

Adopted by Human Rights Commission
4-24-75
Resolution 4-75

WR:mh

April 24, 1975

Resolution For the Increase of Low and Moderate Income Housing and the Preservation of Small Businesses in Japantown

The critical housing shortage, especially for people with low and moderate incomes, shows no signs of abating either in the nation or in San Francisco.

One of the most feasible ways of replacing the housing stock for low and moderate income people which has been demolished or has deteriorated is through the redevelopment process.

In addition, especially in the present depressed economic situation, the redevelopment process must find the means to enable small business people in redevelopment areas to continue in business in the neighborhood in order to preserve their livelihood and to conserve neighborhood commercial services.

Such housing and small business problems in the Japantown sector of the Western Addition Redevelopment Project have been brought to the attention of the Housing and Urban Development Committee of the Human Rights Commission by CANE (Committee Against Nihonmachi Evictions). Members of the Committee and staff have also discussed these problems with representatives of the Redevelopment Agency, the Nihonmachi Community Development Corporation, the Japanese-American Citizens League, the Japanese-American Religious Federation, and the Western Addition Project Area Committee.

On the basis of the information our Housing and Urban Development Committee has gathered from all these organizations, the Human Rights Commission recommends the following:

1. The Human Rights Commission recommends that the Redevelopment Agency rehabilitate as many residential buildings as possible, (including those which also house small businesses); and that the rehabilitation program be designed to make it economically feasible for low and moderate income residents of the area to remain or to return if they wish to do so; and for the small businesses along Laguna Street and elsewhere in Japantown and other portions of the Western Addition to continue their livelihood in the neighborhood.

2. The Human Rights Commission recommends that the bidding process for sale of buildings to be rehabilitated not go forward until federal, State, or other programs are available to enable low and moderate income residents and small businesses to remain or return.

3. The Human Rights Commission recommends that the Redevelopment Agency does not proceed with eviction of residents or small businesses in buildings to be rehabilitated, or with demolitions of such buildings, so that a rehabilitation program can be developed which will permit low and moderate income people and small businesses to live and do business in the rehabilitated buildings.

4. The Human Rights Commission supports the efforts of the Redevelopment Agency to have the national Section 312 rehabilitation loan and grant program refunded. To this end, the Human Rights Commission requests our California Senators and San Francisco Congressmen to do all they can to get adequate Section 312 funds released for the Western Addition redevelopment area rehabilitation program.

5. The Human Rights Commission recommends that the building of low and moderate income housing be speeded up on sites already designated for such housing. This recommendation includes not only Site 15 in Japantown, designated for 74 units, but also other sites designated for low and moderate income housing in Hunters Point, Chinatown, and other parts of the Western Addition, including scattered sites for 90 units of public housing in the Western Addition.

To this end, the Human Rights Commission recommends to the federal Department of Housing and Urban Development that the funding of these projects be speeded up, and requests the help of our Congressional representatives in seeing that this is done.

EW:pa

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of May 8, 1975

NEXT MEETING: May 22, 1975
Thursday
Commission Room, Third Floor
Main Library, Civic Center

NOTE: This Meeting Will Start at 9:15 a.m.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Louis Heilbron, Earl Livermore, Caryl Mezey, Earl Raab, Harvey Wong

Excused: Sister Mary Bernadette Giles, Ben L. Hom, Curtis McClain, Edward Sandoval

STAFF

Present: Joe Meza, Joan Barr, Jack Casford, Med Claveria, Carol Ellison, Jay Fernandez, Lily Lee, Stanley Lim, Wayne Redus, Gail Roberts, Edith Witt

Pledge of Allegiance

Minutes of Meeting of April 24th approved.

*****A telephone message was read from David Johns, of the San Francisco Sentinel newspaper, charging that there are "errors in distortion" in the HRC Minutes of April 24th pertaining to testimony by members of the homophile community. Jack Casford was delegated to contact Mr. Johns regarding the message, and to report back to the HRC at its next meeting. Commissioner Bartlett directed that Mr. Casford bring back this information for formal action, if any, by the HRC at its regular meeting. Acting Chairperson Heilbron ruled that the HRC will take any action on that portion of the Minutes that may be in question only, but that the April 24th Minutes would stand approved except for the portion in question. Mr. Casford pointed out the taped portion of the Minutes of April 24th pertaining to the testimony by members of the homophile community had been recorded over the telephone to the Sentinel office at the newspaper's request shortly after the April 24th meeting.

COMMUNICATIONS

- From Msgr. Peter Armstrong, Chairman, Juvenile Justice Commission, an up-dated list of the Commission, and announcing that Commissioner Ruth Drossel has been assigned as liaison to the HRC. Ms. Drossel is a member of the HRC's Employment Committee.

- From Eugene Gonzales, Regional Director, Community Services Administration, Region IX, San Francisco, thanking former Director Becker for his letter of support for the Community Design Center, and stating that the CSA has funded the Center.

-more-

- From John C. Farrell, City Controller, copies of two proposed City Charter amendments: 1. an amendment to Section 3.500 to provide that "each board and commission shall adopt a rule requiring each member to vote for or against a question, unless excused" and 2. an amendment to Sec. 3.500 (f) "to exclude public officers from provision that boards and commissions have power to hold executive session to consider appointment, employment or dismissal of an employee." The Controller's form letter asks for a report showing the estimated increase in the cost of government in the event of adoption of this proposed charter amendment. Interim Director Meza asked that attorneys on the HRC lend their opinion in making a recommendation on HRC positions on these two proposed Charter amendments.

***** At this point, Chairperson Medearis asked Commissioner Mezey to read the following Resolution:

Wheareas, there is no precedent of the Chairperson of the Human Rights Commission submitting application for the Executive Director position of the Human Rights Commission, and

Whereas, there is no provision in the selection process of the Human Rights Commission hiring policies; and

Whereas, the Human Rights Commission stands for equal opportunity in employment, and

Whereas, to avoid a conflict of interest; and

Whereas, the current Chairperson of the Human Rights Commission wishes to submit an application for the Executive Director position without jeopardizing his Chairpersonship and appointment to the Commission; and,

Whereas, the Chairperson wishes to acquire a Leave of Absence until the position is filled, now, therefore,

Be It Resolved, that the Human Rights Commission approves the Leave of Absence, and,

Be It Further Resolved, that in case the Chairperson, the Rev. Victor L. Medearis, is selected for the position, his immediate resignation from the Commission will be required, and.

Be It Further Resolved that the conditions of this Resolution be subject to approval of the City Attorney.

- Chairperson Medearis relinquished the gavel to Commissioner Heilbron.

It was

**** m/s/c that the HRC adopt this Resolution.

Chairperson Medearis then left the meeting.

- Commissioner Mezey reported that Ms. Evelyn Eaton, observer of the HRC from the League of Women Voters, has learned that Commissioner Giles, who has been in ill health, is much improved and on the way to recovery.

**** The HRC directed staff to express its pleasure at this news in a letter to Commissioner Giles and to state it looks forward to her return very soon.

COMMITTEES

PERSONNEL

Members: Commissioners Bartlett, Bedford, Mezey, Raab, Wong

- Commissioner Mezey, recording secretary, reviewed the charge to the Personnel Committee, voted at the HRC meeting of April 24th: to meet and develop procedures for soliciting applications, screening applicants, and

suggesting qualifications to the HRC. The Committee met April 28th and developed a set of procedures. Commissioner Mezey read these recommended procedures in full.

Commissioner Heilbron suggested that the Civil Service Commission staff be asked to advise on the procedures it uses in notifying and recruiting for executive positions.

In the ensuing discussion over these procedures, Commissioners expressed concerns over:

---any expenses the Committee might have in bringing people to the City for interviews or other travel

---the time deadline for submission of applications.

---the salary level for the Director position.

---minimum qualifications, i.e. experience versus formal education.

After discussion, and with several amendments,

it was

**** m/s/c that the HRC adopt the Personnel Committee Procedures. There followed discussion of a First Preliminary Draft by the Personnel Committee of the HRC Job Announcement of the position of Director, listing the position description, minimum qualifications, salary, fringe benefits, and application procedures.

There also was discussion of the San Francisco Civil Service Commission job description for the Class: Director, Human Rights Commission, Code 2986, listing Characteristics of the Class, Examples of Duties, and Minimum Qualifications. This CSC description was adopted September 24, 1964. Commissioner Mezey noted that passage of the Nondiscrimination Ordinance had taken place subsequent to adoption of the job description, and the Committee recommended an addition under the Characteristics of the Class to include responsibility for "...enforcement of the non-discrimination ordinance (12B)", and, under Examples of Duties: 1. the addition of "nondiscrimination" so that the paragraph reads: "supervises the staff and directs the investigation of complaints to bring compliance with the City's intergroup and nondiscrimination law," and adding: 12. "Is responsible for working with those contracting agencies as described by Section 12B of the Administrative Code in the development of affirmative action programs which shall meet the requirements of the Human Rights Commission; assigns staff to monitor agreements made by contractors, subcontractors or suppliers and to prepare periodic reports for the Human Rights Commission." and 13. "Performs in any other way that is necessary to carry out the intentions of Sections 12A and 12B of the Administrative Code."

It was

**** m/s/c to delete, under Minimum Qualifications, Training Experience: "Requires two years of graduate study in the social sciences or a Master's degree in a social science", and "Three years of additional experience may be substituted for one year of graduate work."

Also under Minimum Qualifications: Knowledge, Abilities and Skills: there was added the clause "requires a comprehensive knowledge of: ..... the functions of governmental agencies in the enforcement of nondiscrimination laws"..

With these changes,

it was

**** m/s/c to adopt the job description of San Francisco Civil Service Commission Class Title: Director, Human Rights Commission, Code: 2986.

All of these actions were taken with the proviso that changes may be made at the May 12th meeting of the Personnel Committee with the General Manager of the Civil Service Commission.

**** The formal Job Announcement, by the Human Rights Commission, for the position of Director, including position description, minimum qualifications, salary, fringe benefits, and application procedures, is attached to these Minutes.

TESTIMONIAL

- Commissioner Wong announced that a luncheon honoring former Director William L. Becker will be held on May 29th. The Testimonial Committee was asked to designate the place, the cost, and to arrange a comprehensive invitation list, to include City officials. Commissioner Fine suggested that there be an appropriate gift and that a formal Resolution from the HRC be composed and framed for presentation at that time.

- Chinatown Workers Survey - Cole Lew, HRC Community Liaison Worker

This report was postponed to a future HRC meeting.

- Commissioner Raab noted that the Commissioner packets contained a copy of an unsolicited letter written by Edgar Osgood, the first and former Chairperson of the Human Rights Commission, regarding former Director Becker's resignation. The letter was published in the Letters to the Editor column of the San Francisco Chronicle May 2, 1975. Commissioner Raab asked that the Minutes reprint this letter.

....

Editor---We congratulate Governor Brown for his wise choice in William Becker, executive director of the San Francisco Human Rights Commission as Chief Deputy Director of the Department of Industrial Relations for California. We wish Mr. Becker well in his new post and strongly urge the 15 commissioners to proceed slowly, thoughtfully and cautiously in choosing his replacement.

During the years of civil unrest and strife, the Commission, under Becker's able leadership, was able to make positive gains for all the people. The cause of equal opportunity for all was advanced, especially in the area of affirmative action in employment. The special needs in housing and education have been given widespread attention...The Human Rights Commission has been instrumental in making San Francisco the leading city in the nation in minority apprenticeship training programs. Through its dedication to the concept of integrated education, the Commission has worked with the school district to implement quality-equality education... We hope the Commissioners will choose a person who can carry on this tradition.

EDGAR OSGOOD
former chairperson
Human Rights Commission

San Francisco

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Ordinance - Edith Witt, HRC Housing Representative

The Commissioners' packets included a list of the ninety-one organizations that have endorsed the proposed City Ordinance prohibiting discrimination in rental housing solely on the basis of having children. This ordinance will be considered at a hearing of the Board of Supervisors' Housing, Planning and Development Committee on Tuesday, May 20th, at 2 P.M. in City Hall. Supervisor Ronald Pelosi is chairperson of this committee. By this date four Supervisors had endorsed the proposed ordinance.

-more-

Commissioner Mezey asked Commissioners to contact Supervisors or to write all (by directing a letter to the Clerk of the Board) seeking their endorsement of the Fair Housing for Children ordinance. The Commission on the Aging has recently endorsed this ordinance.

- Subdivision Ordinance - Ms Witt

The HRC made two main recommendations to the Board of Supervisors regarding this measure, which applies particularly to condominiums and condominium conversions.

1. that a developer be required to have an affirmative action sales program. This requirement is contained in the ordinance as adopted by the Board.

2. that in any development of fifty or more units a developer be required to seek government subsidy in order to have 20 percent of the units for low and moderate-income families. In the ordinance as adopted finally, this figure was lowered to 10 percent of the units.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Committee Report - Jack Casford of the HRC staff reported on the Community Meeting sponsored by the Commission on April 30th, to discuss community groups' participation in an upcoming all-day conference to be held May 20th, under the sponsorship of the Bureau of the Census, in West Pauley Ballroom of the Student Union Building of the University of California, Berkeley. The HRC's meeting on April 30th was chaired by Commissioner Earl Raab, with discussion led by Peter Groat of the Department of City Planning. Among main concerns were: underenumeration, the need for canvassers including bilingual canvassers in ethnic communities, San Francisco's unique multi-ethnic needs, accessibility of data, and community education well in advance of the 1980 Census itself. The HRC will be represented in Berkeley May 20th, and staff distributed bulletins announcing this meeting, which is being coordinated through the Association of Bay Area Governments.

- The next Committee meeting will be Tuesday, May 13th, at 10:30 A.M. where the guest will be Larry Le Guennec, the City's new Registrar.

DIRECTOR'S REMARKS

- Mr. Meza reported that since he became Interim Director he had established a good working relationship with the HRC staff, that work had been carried on smoothly, and he praised the cooperation of the HRC staff. Mr. Meza, a former member of the HRC, and thence a member of the staff, expressed his pleasure at being back with the HRC. He has been, since 1969, the Mayor's Deputy for Social Programs.

- Mr. Meza noted that Commissioner Giles would welcome communications from the Commissioners but that she is unable presently to have visitors.

- Copies of the HRC Budget were provided for Commissioners who wished them. The present status of the Budget is as the Mayor's Office has approved it, but the Board of Supervisors has yet to study it. The Supervisors have the power to delete, but not to add. He noted that a request for a Deputy Director position has been deleted by the Mayor's Office. Efforts are still under way, through a Supplemental Request to the Board, to try to establish the Deputy Director position.

**** Commissioner Bartlett recommended that in the future a representative number of Commissioners be involved in initial planning and preparation of the annual HRC Budget. He said he had no wish to criticize former Director Becker in making this recommendation.

-more-

Commissioner Mezey noted that the City's Administrative Code requires that the HRC must pass the Budget, and she joined in Commissioner Bartlett's recommendations, in order that Commissioners may be advocates for the Budget having participated in planning it.

Commissioner Livermore stated that he agreed that the Commissioners have a representative in the initial planning and development of the Budget.

- Gail Roberts, HRC Coordinator of Community Organization, was asked to report on the recent Board of Education response to the HRC's position on the School District's Affirmative Action Policy. The letter Chairperson Medearis wrote to the Board of Education and to the Superintendent forwarding the HRC's recommendations to the Program was read in full. The HRC recommended that references in the Resolutions of the Affirmative Action Policy be amended to replace "Ethnic minority", "Ethnic/sex composition of the staff", or "ethnic community" with wording that would refer to those areas of nondiscrimination covered in the City's Nondiscrimination Ordinance." The Nondiscrimination Ordinance prohibits discrimination on the ground of race, color, creed, national origin, ancestry, age, sex, sexual orientation, age and physical disability.

Ms. Roberts reported that at the Board of Education meeting of April 28th, President Abrahapmson read the initial paragraph of the transmittal letter from the HRC. Commissioner Hopp asked for a legal opinion from the Board's Legal Adviser whether or not the School District could adopt a policy that included sexual orientation, because the State Education Code does have specific reference to specific kinds of arrest and conviction records that make a person ineligible for a credential. The Board then scheduled further discussion of the Affirmative Action Policy for its meeting of May 20th. An additional legal question was raised at the Board meeting by a group of minority builders who requested that the Board specify that a minimum of 50 percent of the construction contracts and goods and supplies contracts be granted to minority concerns.

REMARKS FROM THE AUDIENCE

- Henry Wilson, Chairperson of the Human Rights Committee of Bay Area Gay Liberation (BAGL), presented the following requests to the HRC:

1. That the HRC staff be directed to record specifically complaints that come to it regarding discrimination in housing, employment, or education on the basis of sexual orientation, in order that these statistics be reflected in the HRC's annual Complaints Caseload Report.

2. Noting that the HRC has limited jurisdiction (i.e. City contractors) and that the State Fair Employment Practice Commission has no jurisdiction over complaints of sexual orientation discrimination, he asked that the HRC also keep records whether or not it does have jurisdiction.

**** It was pointed out that staff do keep records of <u>all</u> complaints, whether or not it has direct jurisdiction over them.

3. That the HRC provide a list of all City contractors, in order that members of the Gay community may have access to it.

**** Mr. Redus reported that the HRC does have such a list, that it is public, but that it is difficult to keep it current because of changes that occur, i.e. contracts that are completed.

4. That the Bay Area Gay Liberation do a survey, under the HRC auspices, of employment problems affecting the Gay community. Mr. Wilson said members of BAGL would do the work of the survey.

**** Mr. Redus pointed out that Jo Daly, the Gay Community Liaison worker on the HRC staff was presently doing such a survey.

**** Mr. Wilson's requests were referred to the Employment Committee.

-more-

- Commissioner Mezey noted that it is within the HRC jurisdiction to hold a public hearing on such problems as those affecting the Gay community.

5. Mr. Wilson also stated that there are objections in the Gay community to what are considered offensive references made in Herb Caen's column to the Gay community. Mr. Wilson said he will in future provide documents to the Commissioners on which the complaints are based, and that he felt the HRC has the jurisdiction to intervene to set up a meeting with Mr. Caen and his publishers to let him know the Gay community feelings.

- Acting Chairperson Heilbron suggested that Mr. Wilson's communication be to the Interim Director.

- Commissioner Livermore suggested that record-keeping of complaints also specify those from minority women with particular problems in employment and other areas.

CALENDAR MATTERS

The next regular meeting of the HRC will be at 9:15 A.M., Thursday, May 22nd, in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, May 15, 1975 (9:30 A.M.) Thursday, June 19, 1975 (9:30 A.M.) Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, May 15, 1975 (3:45 P.M.) Thursday, June 5, 1975 (3:45 P.M.) Cathedral House Library Grace Cathedral - 1051 Taylor St.
Housing & Urban Development	Tuesday, June 3, 1975 (9:A.M.)-HRC Office
Social Programs	Tuesday, May 13, 1975 (10:30 A.M.) HRC Office, Room 509 1095 Market St - San Francisco
Police Liaison	Wednesday, May 21, 1975 (4:00 A.M.) HRC Office, Room 509 1095 Market St - San Francisco

Respectfully submitted

Joseph Meza, Interim Director
via
Jack Casford

JM:JC:pa

Attachment

CITY AND COUNTY OF SAN FRANCISCO

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street
Suite 501
San Francisco, California 94103
Telephone 558-4901

THE SAN FRANCISCO HUMAN RIGHTS COMMISSION INVITES APPLICATIONS FOR THE POSITION OF DIRECTOR, (EXECUTIVE SECRETARY)

THE POSITION

The Director exercises complete responsibility for the administration of the Human Rights program within the framework which established it and performs related duties as required.

Major responsibilities are: coordinating and executing the policies and program of the Commission, which includes enforcement of the non-discrimination ordinance; making continuous personal contact with responsible citizens to establish and maintain good public relations and good relations between various groups, which frequently involves difficult negotiations and interpretations of policy; presiding when required at meetings which may involve discussion on sensitive points and decisions which may be subject to criticism.

MINIMUM QUALIFICATIONS

1. Completion of a four year college or university, with a baccalaureate degree and major course work in social sciences.
2. Five year experience as an intergroup professional with demonstrated administrative and programmatic performance.
3. Comprehensive knowledge of: the objectives, principles and practices of intergroup relations work and the laws relating to the field; the functions of governmental agencies in intergroup relations and in the enforcement of non-discrimination laws; causes of intergroup problems and methods to alleviate them; and administrative methods.
4. Familiarity with intergroup relations in the City and the Bay Area; or other complex urban area.
5. Ability to: evaluate the problems of intergroup relations and the effect of social problems; plan, organize, supervise and promote programs of community action; establish and maintain effective working relationships with associates, subordinates, supervisors and the public; prepare technical and informational data for administrative use and publication; speak effectively at professional, non-professional and community meetings, and on the radio and television.

SALARY

Appointment may be made within the range of $23,554-$27,825.

FRINGE BENEFITS

Fringe benefits of permanent Civil Service employees. The Director holds a Civil Service exempt position and is not subject to Civil Service examination.

APPLICATIONS

Applications should be sent to Chairman, Personnel Committee, Human Rights Commission, 1095 Market Street, San Francisco, CA 94103.

Each application should include a written statement not to exceed 1000 words setting forth personal qualifications in relation to the minimum job qualifications and a resume which includes the names of three references (one of whom is local) and information relating to educational background, job experience, and administrative experience.

Telephone inquiries and requests for job classification information are invited by calling Gail Roberts at (415) 558-4901.

Applications must be received by June 16, 1975.

SELECTION

The Personnel Committee of the Commission will review applications and screen the initial candidates, using criteria established by the Commission and the Civil Service Commission of the City of San Francisco. Those applicants judged best qualified by the Personnel Committee will be invited to participate in an oral interview. Appointment is made by the Chairman of the Commission with the approval of the majority of the Commissioners.

It is anticipated that the Director assume duties on or around July 1, 1975.

WE ARE AN EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION EMPLOYER

5/14/75pa

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of May 22, 1975

****
*
* NEXT MEETING: June 12, 1975
* Thursday
*
* Commission Room, Third Floor
* Main Library, Civic Center
*
* NOTE: THIS MEETING WILL
* START AT 9:15 A.M.
*
****

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NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meeting.

ROLL CALL

COMMISSIONERS

Present: Vice Chairperson Heilbron (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Ben L. Hom, Caryl Mezey, Earl Raab, Harvey Wong

Excused: Mary O. Ganotise, Joseph Garcia, Earl Livermore, Curtis McClain, Rev. Victor L. Medearis (on leave of absence), Edward Sandoval

- Vice Chairperson Heilbron expressed the pleasure of the Human Rights Commission in seeing Commissioner Giles back.

STAFF Joseph Meza, Jack Casford, Carole Ellison, Jay Fernandez, Susan Heller, Wayne Redus, Gail Roberts.

Pledge of Allegiance

Minutes of Meeting of May 8, 1975 approved.

Correction of Minutes of April 24, 1975:

Jack Casford reported that he had spoken by telephone with W.E. Beardemphl regarding his concerns about the April 24th Minutes record of his testimony before the HRC. Mr. Casford wrote to Mr. Beardemphl May 12th asking for a written statement of these concerns, and Mr. Beardemphl's return letter was delivered on May 21st. Mr. Casford read from Mr. Beardemphl's letter:"...I did NOT request a 16th seat be added to the Commission per se but that a representative from the homosexual community be seated as a Commissioner on the board of HRC. I did NOT state that the suggestion for a 16th seat came from Supervisor Francois but that this suggestion was from Mr. Becker to Mr. Francois."

First Correction: Mr. Casford was directed to quote directly from the verbatim transcript from the tape record of the April 24th meeting: "I was in Supervisor Francois's office--Marina was with me and she can fill me in on this if I miss anything---we were speaking to Supervisor Francois, about what we were wondering whether we could get a policy statement or something along these lines. At that time he called Mr. Becker while we were sitting IN the office, and the suggestion was made over the phone that a sixteenth seat be added by some kind of ordinance and I feel that here that there's some lack of communication...that has happened... MARINA:"

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Second Correction: Mr. Casford was directed to delete the sentence "He repeated support of the proposed Francois-Kopp ordinance creating a 16th seat." from the April 24th meeting Minutes.

COMMUNICATIONS

- From Lucille Abrahamson, President, Board of Education, thanking the HRC for its May 1st letter approving the working draft of the Board's Affirmative Action Policy, for the HRC's "up-to-date" amendments, and stating her support of the Affirmative Action Policy.

- From Charles B. Turner, Jr., Director, University of California Extension, Community Design Center, San Francisco, expressing appreciation to former Director Becker for his letter supporting the work of the Design Center and advising that it has been refunded.

- From Robert E. Gonzales, Supervisor, stating his long-standing support of the recent subdivision ordinance passed by the Board of Supervisors and thanking the HRC for its letters and comments regarding this matter.

- From State Senator George R. Moscone, stating his support of S.B. 411 and 412, which the HRC had endorsed, and Senate Concurrent Resolution 36. These bills were regarding bilingual telephone service. S.B.411 was defeated in committee. S.B. 412 is in the Committee on Governmental Organization.
- From Assemblyman Willie L. Brown, Jr., affirming his endorsement and support of SCR 36 and Senate Bills 411 and 412.

COMMITTEES

PERSONNEL

Members: Commissioners Bartlett, Bedford, Heilbron, Mezey, Raab, Wong.

Acting Chairperson Heilbron reported on a meeting he and Commissioner Mezey had with General Manager Bernard Orsi of the Civil Service Commission regarding the HRC's criteria for qualifications of the Director in its Job Announcement. Mr. Orsi supported the modifications the HRC had voted in the previous guidelines. The CSC is acting in an advisory capacity to the Personnel Committee. The Job Announcement has gone out to some 1,200 persons or organizations, including agencies and universities.

The City Attorney's Office has delivered an Opinion that Chairperson Medearis' Leave of Absence procedure is appropriate.

*** A meeting date of Tuesday, June 3rd, at 11:30 A.M. at Grace Cathedral was set for the Personnel Committee. It was agreed that HRC staff input about criteria for the Director position would be sought at that time.

It was reported to Heilbron that Mr. Orsi agreed that the HRC was free to utilize the full salary range established for the Director position, i.e., it is not restricted to offering only the beginning level. Mr. Orsi also supports the idea of a needed increase in this salary range in the future. Commissioner Mezey mentioned that in response to an inquiry by Rabbi Fine at the previous Commission meeting, Mr. Orsi stated that no funds were available to pay travel expenses to candidates.

Commissioner Mezey stated that she felt there was a need to establish a Budget Committee now, to work on next year's budget proposals, and to begin gathering comparable salary data for both the Director's and the staff positions.

TESTIMONIAL

- The Committee has sent invitations (Ms. Joan Barr is coordinating the details of these plans) to a luncheon honoring William L. Becker on Thursday, May 29th, at Alioto's No. 8 Restaurant, at noon, at a price of $6.50, all-inclusive. Ms. Barr to date has not received all Commissioner reservations.

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EMPLOYMENT

Rabbi Alvin I. Fine and The Very Rev. C. Julian Bartlett, Co-Chairpersons

- Affirmative Action in the Banking Industry-Training Report: Ms. Susan Heller, HRC Affirmative Action Officer

Wayne Redus, Coordinator of Employment, reviewed the HRC's work on affirmative action in the banking industry of San Francisco. It dates back to 1971. The first steps, based on studies of the minority and female participation in bank workforces, were to bring about more active and widespread recruiting from community resources and referral groups in order to increase the proportionate hiring of minorities. The second problem is internal upgrading within the banks, based on statistics showing the concentration of minorities and women largely at below managerial and officer level. Thus the second stage of affirmative action efforts are in this area. The focus of Ms. Heller's report, he said, is on what banks are doing internally in training for upgrading their employees. (The HRC monitors 24 banks in the City, with total City deposits of $221,900,000. This report covers 19 of these banks, as five of the twenty-four received City deposits for the first time in the first quarter of 1975, and the report covers 1974.)

Ms. Heller gave highlights from a long narrative report with supportive tables, the statistical tables are attached to these Minutes.

She cited the findings of the HRC's November, 1974 bank workforce breakdown, showing a minority percentage increase from 31% to 38% between 1970 and 1974, with minorities holding 15% of the management jobs, or 5% more than in 1970. However, both minorities and women, she said, tend to be clustered in lower-level management positions with lower salaries. The November report found also that minority women work in predominantly entry-level management positions with lower salaries. The November report found also that minority women work in predominantly entry-level jobs and are not well-represented in the management positions surveyed (7%) or in management training programs (6%). Though about one-quarter of all bank employees are considered officials and managers, this category is not totally reflected in pay levels, especially those of women and minorities.

Three basic kinds of training programs concern the HRC: entry-level (both in-house and out-of-house); management training, either through rotation (in most small banks) and in credit and operations (in the larger banks), and upgrading programs. It is how these latter upgrading programs apply to minority people, hired at entry-level positions, and enable them to train to earn promotions that the HRC is concerned.

Several banks have instituted language-training programs, and training for higher-level secretarial skills.

Ms. Heller described briefly some specific upgrading programs such as:(Some are "in the works", she said, and haven't been implemented yet. The HRC commends these efforts, she said, and looks forward to evaluating them and expansion of those that are successful.) a pilot program in the computer operations department of Bank of California, to involve some 50 employees internally to be trained in those skills they need to advance in the department; The Crocker Bank plans to upgrade through training in its data processing operation. They will work through City College and teach English, secretarial skills, human relations, and business practices to employees who are deficient in these areas; and Wells Fargo's Accelerated Career Movement. The purpose is to select minorities and women for a program geared to individual needs in terms of a specific job objective, with movement to a job at least two grade levels higher on completion.

Three problem areas Ms. Heller discussed were:

- The practice in most banks of requiring that employees be "identified" by a supervisor, district or regional manager, personnel officer, or any combination of these, as someone with potential, in order to be promoted or trained.

- The focus in most banks of having training capabilities on entry-level programs (particularly in large banks) and management programs, with relatively few programs geared to increasing promotional opportunities for employees, mainly minorities, from entry-level positions to higher-level non-officer positions.

- The difficulty in training supervisors to use the new systems of revised performance review forms to focus on the employees' career goals and skills needed to achieve them.

Ms. Heller said that the HRC sees career counseling as a vital factor in upgrading, involving computerized retrieval of the skills of employees. Though the banking industry has made some strides in this area, it still needs to stress this aspect, she said.

In discussion following Ms. Heller's report, Commissioner Fine inquired whether any informal attempt had been made to work with savings and loan association on affirmative action. These institutions do not have City deposits and therefore do not come under Section 12B, the City's Nondiscrimination Ordinance.

Commissioner Bartlett stated that the size and importance of the savings and loan industry, particularly as it affects housing loans to minorities, could be of interest to the HRC if it had staff to work with it.

*** Commissioner Bartlett's remarks were echoed by Commissioners Fine and Heilbron. He suggested that the establishment of a Budget Committee specifically call for studying time available for staff, and, if necessary, requesting funding for a position to work with the savings & loan industry.

- Commissioner Bartlett also reminded the HRC that never since the inception of Section 12B, the Nondiscrimination Ordinance, or since the amendments widening its responsibilities, has the Board of Supervisors authorized funding for enforcement officers. He said he found it very frustrating to find that the City enacts laws obligating responsibilities to the HRC without appropriating money to implement them.

- Commissioner Hom said he felt the suggestions regarding the savings & loan industry was quite acceptable at this time. He noted that in the Bay Area in recent years several new minority-owned savings & loan companies have been formed. He said he felt it would be a good idea to have a study of the industry as a whole to present to the HRC.

- Request for Endorsement: Part-Time Career Opportunity Act: S 792 and HR 2305 (companion bills) - Wayne Redus, Coordinator of Employment.

On March 28, 1974, the Human Rights Commission endorsed S 2022, the Flexible Hours Employment Act, introduced by Senator John Tunney. This Bill required flexible hours employment at the Federal executive agency level, with goals and timetables designed to render 10% of executive agency jobs available on a flexible-time basis in five years.

This year Senator Tunney has expanded that legislation, to relate to part-time employment also, through his Bill S792. Congresswoman Yvonne Burke has introduced a companion bill, HR 2305. These bills, both referred to as the Part-Time Opportunity Act, require that the goals and timetables applying to flexible hours employment also apply to part-time hours.

There are other differences that relate to methods of implementation and monitoring. For example, S 2022 empowers the Department of Labor to implement its provisions, while S 792 and HR 2305 require the U.S. Civil Service Commission to fulfill the same purpose.

The issues of flexible hours and part-time employment have been utilized by the Human Rights Commission as a component to affirmative action programs. S 792 and HR 2305 will broaden these practices at the Federal level and, by example, stimulate the use of "Flex-time" and part-time in the private sector as well as other governmental jurisdictions.

The Human Rights Commission has endorsed similar legislation and the Employment Committee recommended that the HRC endorse S 792 and HR 2305, the Part-Time Career Opportunity Act.

- Commissioner Fine asked if these bills contained provisions for fringe benefits proportionate to the amount of time worked particularly as they affect part-time employees. Mr. Redus said that there are no specific guidelines on these lines, but they require that the U.S. Civil Service work out an approach to ensure this.

It was

**** m/s/c that the HRC endorse the concept of the Part-Time Career Opportunity Act, with (the amendment of Commissioner Fine) the HRC's concern that the fringe benefits be required for part-time as well as full-time employees (proportionate to the time they work).

**** Staff was directed to contact the bill sponsors to express these extra HRC concerns, and report to the Employment Committee.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Request for Endorsement of Assembly Bill 1994- the California Foreign Medical School Graduate Retraining Program.

This bill, introduced by Assemblyman Foran (Dem-S.F.) would authorize the Board of Medical Examiners to approve programs in medical schools for the retraining of foreign medical school graduates for the purpose of aiding in their qualifications to practice medicine in California. The HRC has in past years paid heed to the plight of medical and other professionals, whose degrees and experience in other countries are wasted here because of great difficulty in obtaining licenses to practice. The Legislative Counsel's Digest of the bill was provided the Commissioners in advance.

It was

*** m/s/c that the HRC endorse AB 1994.

- Request for Endorsement of HR 6219 - Voting Rights Act extension.

H.R. 6219 is the bill in the Congress to extend the Voting Rights Act of 1965. It is now before the House Rules Committee, which must clear it for action on the House Floor. The House Judiciary Committee has already approved it. The vital provisions of this Act which must be extended include those that: (1) enable the Federal government to send Federal registrars and observers into areas where there is evidence of discrimination in Federal elections and (2) require any state or locality covered by the Act to clear changes in voting laws or procedures with the U.S. Attorney General before putting them into effect. H.R. 6219 also bans literacy tests and other devises permanently, and expands the basic protections of the Voting Rights Act to include "language minorities", mainly persons of Spanish heritage but also American Indians, Asian-Americans, and Alaskan natives. August 6th is the expiration date for the key provisions of the Act.

Commissioner Mezey commented that it was amazing that there persisted attitudes among some officials that resist moves to widen voter registration by every possible means.

Jack Casford noted that the Social Programs Committee has met with the San Francisco Registrar of Voters to express community concerns for the widening of voter registration in the City.

- Statement on Medical Malpractice Insurance Issue and Suspension of Hospital and Doctor Services.

Jack Casford read the following proposed Statement, and

it was

*** m/s/c that the HRC hear this issue without its being on the agenda:

"While not recommending a formal HRC position on this complex issue, the Social Programs Committee does wish to go on public record as having great concern that the heavier burden of the lack of medical care will fall, as always, on those who have the least power in our society, i.e., the poor, the elderly, the ethnic minorities. When, eventually, hospitals begin operating with all services again, and when all physicians and surgeons are practicing under some kind of insurance coverage, the greatly-increased costs of these services will make decent health care for the poor, the elderly, and the ethnic minorities who are low-income even more difficult to obtain, unless special effort is made to protect these groups in any legislative solution to these problems.

It was

*** m/s/c that the HRC adopt this Statement as a Resolution, with the addition of the amendment of the clause underlined.

- The Social Programs Committee was authorized to forward this Statement to legislators in Sacramento where presently a Special Session is addressing this issue. It was also directed to come back with recommendations when subsequent legislative proposals on this issue are forthcoming.

YOUTH AND EDUCATION
Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

- The Status of the Bilingual Master Plan Implementation and Exploration of Language/Cultural Options - Commissioner Giles

The HRC adopted a position on the Bilingual/Bicultural Education on March 24, 1975. One Commissioner also wanted it to be clear we were working within the limitation of the Lau vs. Nichols (U.S. Supreme Court) Decision and that it could not be overlooked that our present City demographic composition presents additional issues that are not addressed by Lau vs. Nichols, and that the HRC sees some legitimate issues held by these cultural minorities and that "this Commission calls upon the Board of Education to address these legitimate cultural issues."

The Committee met with Richard Cerbatos, chairman, Bilingual Task Force, who described a timeline under which the Master Plan is working. There are some logistical problems being worked on in implementing the Plan such as matching available teachers with the designated students.

Regarding the Exploration of Language/Cultural Options, the Task Force is concerned with: the need for in-service training for teachers to understand language and cultural differences within the student body, whether or not directly involved in the teaching of social studies; what provision can be made for second or third-generation ethnic children who wish to learn their ancestors' language; how to transmit language and culture for those who wish it. Commissioner Giles discussed the foreign-language instruction in San Francisco public schools, which showed wide variation; for example, one school offering some 10 languages, another offering only two, and only one school offering Tagalog. This is partly because of the limited student interest in such courses at some schools. The Committee felt it vital to be on record that in no way did it imply that the acceptance of any cultural or value system was significant only in its relationship to the white middle-class culture of society.

Commissioner Raab asked whether the Board has indicated what its intentions are in the implementation of the Bilingual Master Plan.

Commissioner Giles said that she felt the Board does have a sense of direction, and that they are commited to the fact that every non-English-speaking or limited English-speaking child must be included in a class where English skills will be developed. There are many problems stemming from this--the need for more bilingual skilled teachers, the distribution of children needing these skills, etc. The means of implementation, however, are yet to be worked out, she said.

Commissioner Heilbron said that the District had made it clear that the Bilingual Task Force seeks to maintain the option on the part of the parents of the child to remain in a bilingual program through the twelfth grade. A second objective is that approximately one-third of the classes will consist of primary English-speaking children, who have that same option. Thus there is a strong element of choice or parental option.

Commissioner Bartlett expressed reservations about the possibility of this being the means to "re-establish a segregated education in this country."

- Status of Multi-Cultural Education Program

Grandvel Jackson, Supervisor, S.F. USD Community Relations Unit, reported to the Committee. The HRC had taken a strong position that multi-cultural must be a integral part of the curriculum. Despite the existence of a State social studies curriculum framework on multi-cultural education, the program is not fully implemented in the S.F. USD. Mr. Jackson reported that two pilot programs proposed by HRC (one for Portola Junior High School, and one for Daniel Webster Elementary School) had not been fully implemented in the District. Guidelines for what a multi-cultural program should entail already have been set out, and the HRC has heard discussion at its regular meetings on this subject by teachers on the subject. It is hoped that these programs will be expanded in the Bicentennial Year. Teachers within the system are conducting a number of multi-cultural programs.

- Status of Board of Education Affirmative Action Policy Resolution - Gail Roberts, HRC Coordinator of Community Organization

The Board of Education has postponed to its June 3rd meeting action on the Affirmative Action Policy. The HRC had made suggestions for the incorporation in that Policy of wording that would refer "to those areas of non-discrimination covered in the City's Nondiscrimination Ordinance." Commissioner Hopp has asked for a School District legal opinion on whether this could be done in reference to including sexual orientation. Ms. Roberts said no formal opinion had yet been delivered, but that informally the legal advisor felt that the Board could not include sexual orientation, based on rulings of the U.S. Supreme Court, the State Education Code, and previous Board of Education policy. Ms. Roberts said she would inquire of the City Attorney's office formally for an interpretation of the applicability of the Nondiscrimination Ordinance to the Board of Education.

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Ordinance

The Board of Supervisors' Housing, Planning and Urban Development Committee was discussing this proposed ordinance at its meeting on this date (May 22nd). More than 100 community organizations have endorsed it. The only organized opposition seems to come from apartment owners and the Real Estate Board.

DIRECTOR'S REMARKS

- Mr. Meza reviewed the response to five requests made by Henry Wilson, Chairperson of the Human Rights Committee of Bay Area Gay Liberation (BAGL) on May 8th: Mr. Wilson's requests were referred to the Employment Committee.

1. A memorandum dated May 12th directs HRC staff to record specifically complaints that come to it regarding discrimination in housing, employment, or education on the basis of sexual orientation in order that these statistics be reflected in the HRC's complaints caseload records.

2. The HRC already keeps records of all complaints, including those over which it has no jurisdiction and can only make referrals.

3. A list of all City contractors has been provided to Mr. Wilson.

4. The request that the Bay Area Gay Liberation do a survey, under HRC auspices, of employment problems affecting the Gay community has been referred to the Employment staff.

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5. A request concerning Gay community concerns over what are considered offensive references made in Herb Caen's column has been referred to the Employment staff.

A meeting set for May 21st with Mr. Wilson was postponed when he was unable to attend.

- The Board of Supervisors at its meeting of May 19th adopted a Resolution urging the Mayor to fill the next vacancy on the Human Rights Commission with a person who is publically identified with the homophile community. The HRC's Resolution of April 24th opposing adding a sixteenth seat to the HRC to be filled by a person publically identified with the homophile community had included in its proposal "to the incoming Mayor that sexual orientation is now included in Chapter 12A, Section 12A.4 of the Administrative Code, and that there has not been anyone in the history of the HRC that could be said to explicity represent that community on the HRC and therefore that the incoming Mayor's early appointments should include such representation."

A second Board action on May 19th was passage on the First Reading of an Ordinance "amending Administrative Code by adding to prescribed powers and duties of the Human Rights Commission the power and duty of appointing an advisory committee, comprised of three persons who are publicly identified with the homophile community, or who shall have worked closely with the homophile community, which committee shall address itself specifically to the identification and solution of problems associated with the homophile community."

There was discussion of this second Board action. This action will be up for a Second Reading before the Board on May 27th. It was noted that the HRC's enabling Ordinance, Chapter 12A of the Administrative Code, Sec. 12A.6 Advisory Council; Special Committees. (b) reads: "The Commission may form such special committees within and without the Advisory Council as are necessary to assist the Commission in the solution of specific problems within the scope of its responsibilities. The members of such committees shall be appointed by the Mayor upon the recommendation of the Commission and shall serve until discharged by the Mayor upon the recommendation of the Commission and shall not be subject to the residence requirements of the Charter." The HRC thus has never been directed to set up a special or advisory committee for a particular group.

Commissioners Raab and Heilbron expressed reservations, not over the power of the Board to pass such legislation, but the wisdom of specifying particular groups.

It was suggested by Commissioner Raab as an administrative matter that staff be instructed to immediately set up a three-person advisory committee from and relating to the problems of the homophile community, so that the intent of the HRC be clear to the Board of Supervisors.

It was

**** m/s/c that this New Matter be taken up on the agenda.

It was

****
m/s/c that Commissioner Raab's suggestion be adopted, with the amendment of Commissioner Bartlett that the HRC urge the Board of Supervisors not to pursue the specific directions (its Ordinance amending the Administrative Code) in connection with one minority group in this City.

Commissioner Wong asked for the numbers of HRC staff working under Federal funding through the City. Mr. Meza replied that the staff totals 52, 14 regular Civil Service (clerical and professional) positions funded by the City Budget, and the rest either Federally-or privately-funded. None of the Federally-funded positions have been at a level of Affirmative Action Officer (a maximum annual salary of $10,000 applies)

*** Mr. Meza was asked to investigate to see if the HRC has any basis for applying for additional Federal positions beyond what has so far been approved in the HRC budget request for 1975-76.

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CALENDAR MATTERS

The next regular meeting of the HRC will be at 9:15 A.M., Thursday, June 12th, in the Commission Room of the May Library. The other June meeting will be June 26th.

STANDING COMMITTEES

Employment	Thursday, June 19, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, June 5, 1975 3:45 P.M. Thursday, June 19, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, June 3, 1975 9 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Social Programs	Tuesday, June 17, 1975 10:30 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, June 4, 1975 4 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

Joseph Meza, Interim Director
via
Jack Casford

JM:JC:pa

attachment
May 28, 1975

COMPOSITION OF TRAINING PROGRAMS IN 1974

BANKS WHO DO NOT HAVE TRAINING PROGRAMS
AS DEFINED IN THIS REPORT:

BANK OF CANTON
FIRST ENTERPRISE
FRENCH BANK
HONG KONG BANK OF CALIFORNIA
UNION BANK

			MALE					FEMALE			
				MINORITY GROUP EMPLOYEES				MINORITY GROUP EMPLOYEES			
		TOTAL	TOTAL MALE (INC. MIN.)	TOTAL FEM. (INC. MIN.)	BLACK	SPAN-ORG.	ASIAN	NAT. AMER.	BLK.	SPAN-ORG.	ASIAN	NAT. AMER.
BANK OF AMERICA	ENTRY LEVEL	76	4	72	0	0	4	0	29	17	24	0
	UPGRADING	216	4	212	2	0	2	0	39	36	49	0
	MANAGEMENT	283	200	83	10	15	18	0	5	2	11	0
BARCLAYS	ENTRY LEVEL	8	1	7	1	0	0	0	1	4	2	0
	UPGRADING											
	MANAGEMENT	11	1	10	0	0	0	0	0	0	0	0
BANK OF CALIF.	ENTRY LEVEL	11	4	7	1	2	1	0	2	3	2	0
	UPGRADING	8	2	6		1	1	0	0	2	4	0
	*MANAGEMENT	23	15	8	5	1	1	0	0	1	0	0
CROCKER	**ENTRY LEVEL	15	2	13	0	2	0	0	3	3	1	0
	UPGRADING											
	**MANAGEMENT	50	36	14	0	4	4	0	3	0	0	0
HIBERNIA	ENTRY LEVEL	26	8	18	4	0	3	0	3	7	6	0
	UPGRADING											
	MANAGEMENT	24	11	13	5	1	5	0	1	1	2	0
LLOYDS	ENTRY LEVEL		3	8	2	1	0	0	5	3	0	0
	UPGRADING											
	MANAGEMENT	8	6	2	1	1	0	0	0	0	0	0
BANK OF MONTREAL	ENTRY LEVEL	2	0	2	0	0	0	0	2	0	0	0
	UPGRADING											
	MANAGEMENT	3	2	1	0	0	0	0	1	0	0	0
SANWA	ENTRY LEVEL											
	UPGRADING											
	MANAGEMENT	3	3	0	0	0	3	0	0	0	0	0

*LOAN & OPERATIONS DISCONTINUED LAST PART OF 1974

**REORGANIZING IN 1974; STATS 1ST HALF OF 1974

SH:mh
5.9.75

					MALE							
					MINORITY GROUP EMPLOYEES				FEMALE			
									MINORITY GROUP EMPLOYEES			
		TOTAL	TOTAL MALE (INC. MIN.)	TOTAL FEM. (INC. MIN.)	BLACK	SPAN-ORG.	ASIAN	NAT. AMER.	BLACK	SPAN-ORG.	ASIAN	NAT. AMER.
SECURITY PACIFIC	ENTRY LEVEL	22	7	15	3	1	3	0	5	4	3	0
	UPGRADING	43	13	30	0	2	11	0	5	4	21	0
	MANAGEMENT	51	19	32	8	1	2	0	4	1	3	0
SUMITOMO	ENTRY LEVEL											
	UPGRADING											
	MANAGEMENT	6	6	0	0	0	4	0	0	0	0	0
BANK OF TOKYO	ENTRY LEVEL											
	UPGRADING											
	MANAGEMENT	11	10	1	1	0	5	0	0	0	0	0
UNITED CA. BANK	ENTRY LEVEL	22	4	18	3	0	1	0	3	2	5	0
	UPGRADING											
	MANAGEMENT											
WELLS FARGO	ENTRY LEVEL	60	22	38	12	1	5	1	19	6	3	4
	UPGRADING	17	3	14	1	1	1	0	2	5	7	0
	MANAGEMENT	136	72	64	9	8	2	0	11	4	2	0

DOCUMENTS
JUL 14 1975
SAN FRANCISCO PUBLIC LIBRARY

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of June 12, 1975

NEXT MEETING:	June 26, 1975 Thursday
Commission Room - Third Floor	
Main Library - Civic Center	
NOTE:	THIS MEETING WILL START AT 9:15 A.M.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Louis Heilbron (presiding), The Very Rev. C. Julian Bartlett, Mary O. Ganotise, Sister Mary Bernadette Giles, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused: Rev. George Bedford, Rabbi Alvin I. Fine, Joseph Garcia, Ben L. Hom, Earl Livermore, Curtis McClain, Rev. Victor L. Medearis

Staff: Joseph Meza, Joan Barr, Jack Casford, Jo Daly, Carole Ellison, Susan Heller, Stanley Lim, Wayne Redus, Gail Roberts, Ed Vurek.

Pledge of Allegiance

Minutes of Meeting of May 22, 1975 - In the absence of a Quorum, action on approval of these Minutes was postponed.

COMMUNICATIONS

- From State Senator George R. Moscone, enclosing a copy of his SB 750, a bill that mandates affirmative action programs at all levels of government to "strengthen existing nondiscrimination laws." Consideration of this bill was referred to the HRC's Employment Committee. Commissioner Heilbron said he recalled that the HRC previously had taken a position favoring strengthening the Fair Employment Practices Commission.

- From Bernard Averbuch, Executive Director, Market Street Development Project, an invitation to the HRC to attend the 30th anniversary of the founding of the United Nations at Noon, June 26th, at the site of the United Nations Plaza at 7th and Market Streets.

COMMITTEES

EMPLOYMENT

Rabbi Alvin I. Fine & The Very Rev. C. Julian Bartlett, Co-Chairpersons
Caryl Mezey, Interim Chairperson

- Affirmative Action with Insurance Companies and Brokers - Edward Vurek, HRC Affirmative Action Officer.

The insurance industry in San Francisco has been a focus of attention of the Human Rights Commission because of its high employment potential. This is an interim report on staff activities with San Francisco insurance companies and brokers covered by the Nondiscrimination Ordinance. These firms are a small percentage of the total insurance industry. They are important as part of one of San Francisco's greatest employment resources. In addition,

-more-

few of the companies have experienced any sizable cutbacks in workforce during recent economic problems. The normal light turnover rate in the insurance industry which provides an added job resource has decreased as employment becomes more difficult to obtain. For instance, one company that filled over 700 jobs in 1974 through new positions, attrition and turnover, projects only 250 jobs for 1975, all through attrition and turnover. Subsequent reports will indicate if this is a conservative projection.

The Human Rights Commission's initial concern in the insurance industry was overall employment of minorities and utilizations of women in jobs above the clerical level -- managers and officials, professionals, technicians and sales. Early reports showed serious deficiencies in these areas in most companies. Overall employment of minorities was well below San Francisco population figures. Although women held 50 to 60% of the total jobs, they were grossly under-represented in the above-clerical categories.

Periodic reporting on employment activities indicates steady progress in most of the companies. Statistics are the most reliable indicator of changes in an industry's employment pattern. The insurance industry's statistics show the effect of the continuing attention of the Human Rights Commission and other interested organizations.

A recent new approach has been to utilize employment complaint investigation as a method of examining an employer's affirmative action efforts. The value of these complaints often goes beyong the eventual resolution. The complaints cause employers to evaluate and redefine their equal opportunity employment and affirmative action policies.

Statistics indicate that insurance companies have established procedures that result in the increase of minority employment. These procedures generally operate at the entry level with outside referral sources. Less progress is evident for minorities (especially males) and women above clerical levels. These above-clerical positions usually require some basic insurance experience and training, and are less likely to be filled from job referral agencies. Companies tend to depend on promotion and inside training. In the case of women there is a ready resource for promotion at the clerical level that has not been utilized efficiently. Specific requirements for the identification of promotable women by supervisory personnel is one obvious remedy. The solution to the problem of under-utilization of minority males is not as apparent. There is no available source within the industry, which suggests the need for outside training. Two recent programs have attempted to develop a source of minority group members to fill above clerical jobs. Both programs have been supported in material ways by some insurance companies covered in this report.

One program was described to the HRC by Mr. Roosevelt Carrie, president of the Bay Area Association of Black Insurance Brokers and Agents. Mr. Carrie, in conjunction with the Urban League and six insurance companies, including Fireman's Fund and Industrial Indemnity, designed and conducted a training program for six minority trainees. The companies were involved through financial and advisory contributions. The companies also were committed to hiring the successful trainees. All six trainees are now on the payrolls of these participating companies. All of the involved parties acknowledge the success of the program. There is a current evaluation of the development of the trainees. All City-involved insurance companies and brokers will be asked to participate in an expansion of the program as part of their affirmative action efforts.

The San Francisco Skills Center has developed an "insurance careers" training program. It concentrates on preparing people with initial business skills to work in the insurance industry. Several insurance companies, including Kemper, Insurance Co. of North America (INA) and Fireman's Fund, among others, have representatives on the program's advisory committee. Other City-involved insurance companies will be adked to participate in the program to increase opportunities for trainees.

The realistic problem facing expanded success in these two programs, as well as continued progress in employment, is the economic situation. Most companies have a freeze "new" jobs. Many are considering a freeze on replacement

of people terminating and retiring. An evaluation of January-June, 1975, losses will determine if companies will impose a replacement freeze.

Thirteen insurance companies presently are involved in the HRC staff's compliance procedure. There is a total of 4,523 jobs in these companies. Women hold 54.0% of the total jobs and 27.0% of the positions above clerical.

Minority groups now hold 27.1% of the jobs in insurance companies, and 12.3% of above clerical positions.

The successful negotiation of an affirmative action program with Fireman's Fund was the most visible action during this report period. The Fund is the largest insurance company in San Francisco and has made considerable commitments, which should affect subsequent negotiations with other companies. The first quarterly report on the Fund's program has been received but not completely evaluated. Computer problems have necessitated a further refinement of overall statistics. The report did indicate clearly that 80% of promotion went to women and 25% to minorities during the report period.

The insurance brokers require a more advanced level of experience for employees. The brokers hire most of their employees from insurance companies. As the participation of minorities and women increases in insurance companies, brokers will be able to increase utilization.

Minorities now number 18.0% of the total workforce, and 8.4% of above-clerical positions. Women hold 20.9% of the above-clerical jobs.

During the report period, Fred S. James & Co., a large local broker, was declared in violation of the Ordinance for having a deficient minority and female employment pattern, and refusing to discuss remedies. The company subsequently expressed interest in modifying that finding in order to bid on a Yerba Buena contract, but did not follow through. The company remains in violation, said Mr. Vurek.

Another large broker, Johnson & Higgins of California, has not responded to demands for a more effective Affirmative Action Program, and faces a finding of violation of the Ordinance. The HRC is attempting to establish contact at a higher level in the company, similar to the approach with Fireman's Fund.

The HRC will continue to negotiate on an individual basis with insurance companies and brokers where specific remedies appear necessary. Such negotiations are in progress with Mission Equities, and hopefully, Johnson & Higgins. The priority is to establish the need for, and commitment to, in-house training in the companies.

The HRC also will promote participation by these companies in "outside" training programs. The primary programs being those of the Black Brokers' Association and the San Francisco Skills Center. An obvious high priority for the insurance industry is promotion of minorities, especially male minorities, to above-clerical positions. These two programs provide resources for solving this problem. Greater utilization of the programs, and expansion of them is a necessity.

Following the presentations by Mr. Vurek and Mr. Carrie, Commissioner Raab suggested that it would be helpful to analyze the means by which companies have been able to increase job participation and upgrading for minorities and women. Mr. Vurek responded that progress in this area came as a direct result of companies choosing to concentrate on this area of affirmative action need. He said also that since the HRC was the first governmental regulatory agency to become involved locally in insurance industry affirmative action, its influence had been significant.

***Attached to these Minutes are statistical tables from Mr. Vurek's report.

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YOUTH AND EDUCATION
Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

- Alcoholism Prevention Peer Counseling Project

The Alcoholism Prevention Among Adolescents Through Peer Counseling Project began November 13, 1975. The project was funded for the 1975 fiscal year through the Bureau of Alcoholism. San Francisco Department of Public Health, under provisions of Senate Bill 204, for $6,500. This provided for a half-time Specialist I and four junior high school health aides working 10 hours per week. The health aides worked within their schools: Benjamin Franklin, Everett, Pelton, and Portola Junior High Schools.

Initially, other alcoholism youth prevention programs, such as SPARC (Sunset Parkside Alcoholism Resource Committee), were contacted to broaden staff knowledge and to learn from their experiences. Carolyn Dobson, San Francisco Bureau of Alcoholism Health Educator, conducted staff training on alcohol information and on techniques for giving an effective presentation. Project staff also attended workshops on value clarifications.

The project staff developed a three-part test to measure the effectiveness of the Alcoholism Peer Counseling Project. This has been pilot-tested this year and will be used to pre-and post-test during the 1976 fiscal year.

Staff contacted 6,511 young people thus far in efforts to educate and stop alcohol abuse. Some of the means used have included: 1. creation of a youth newsletter: the "Bad" Newsletter, which carries continuous articles on alcoholism information. It is distributed to all the secondary schools and youth-serving organizations in San Francisco; 2. one-to-one and small group contacts; 3. classroom presentations, 4. community organization presentations; and 5. passing out and posting information.

In progress is a television program on peer counseling to stop alcoholism. This project will continue through the summer because of funding from the Summer Youth Program. The focus of the presentations and the one-to-one and small group contracts will be youth-serving organizations and the agencies serving as job sites for the Summer Youth Program.

The Bureau of Alcoholism has announced refunding of this project, at approximately a 15% increase for 1975 1976. Project operation will coincide with the 1975-76 academic year. In the coming year, the project will employ four senior high school students to work within the senior high schools.

James Maas, Director, Contractural Services, San Francisco Department of Public Health Community Mental Health Services, Bureau of Alcoholism, addressed the HRC briefly. He praised the project highly, particularly because of its approach to alcoholism among youth through peer interaction in the schools. He said it was hoped to focus more attention on alcolism on the senior rather than the junior high school level. He repeated his pleasure at the cooperation and expertise of the HRC staff and coordinator in this project work.

- Final Report on Three-Year Project to Combat the Spread of Venereal Disease Among Adolescents Through Peer Counseling

The Project to Combat the Spread of Venereal Disease Among Adolescents concludes its third and, probably, final year of operation on June 30, 1975. This program has been funded through the City Clinic, San Francisco Department of Public Health, by the U.S. Public Health Department. This funding in its first year provided a full-time Youth Representative, five half-time Specialist I's and 25 high school health aides, working 10 hours per week. For the 1975 fiscal year, the funding level was reduced to one half-time Specialist I and 20 health aides.

In addition to the health aides giving VD presentations and talking with other students on a one-to-one basis, the health aides wrote articles for a newsletter, participated in a VD movie, and assisted in the planning and implementation of a dinner/dance. Presentations were given by the health aides at many of the San Francisco junior high schools, public and private high

schools, churches, and some youth organizations. Individual contact and education occurred informally during breaks between class period, lunch, and after school. Surveys were given out to encourage conversation and returned to compile data on the knowledge, attitudes, and effectiveness of the program. The "Bad" Newsletter was written by young people for young people. Five issues were prepared from January, 1975 through May, 1975. Every issue contained articles on VD, alcoholism, questions and answers of youth interest, and whatever else young people were interest in at the time. Copies were sent to school principals and youth-serving organizations. The health aides helped to distribute them in their own and other schools. The response has been positive to the newsletter. Steve Lynch, one of the health aides, wrote a play, "The Mistaken Identity"; this was made into a 10-minute movie to be used in classroom presentations. It is a humorous, yet educational film on VD with the health aides as the cast. The response has been enthusiastic.

The dinner/dance marked the official end of the VD Project, however, the knowledge the health aides possess will remain to help educate others. The energy and effort put into the VD Project by those involved has provided many young people in San Francisco with sorely-needed VD information. Awareness and education of this health problem will help to keep young people that much more healthy.

The Youth and Education Committee at its June 5th meeting expressed concern that the VD Control Project was no longer to be funded. On the basis of San Francisco Public Health Department statistics, the VD rate per 100,000 of population was increasing overall, but had declined for the two youngest age ranges: 15-19 and 20-24. For the country as a whole, the age range: 20-24 particularly was increasing. The HRC VD Project has certainly been a primary cause for the decline in reported cases for the age groups served.

Commissioner Giles introduced Lorraine H. Smookler, M.D., Assistant Director of Public Health, Programs and Services.

Dr. Smookler said the Department was very impressed with the VD Project. She cited the significant decrease in the VD rate for the age group 15 to 19, whereas the age group 24 to 29 continues to go up. The decrease she attributed in large part to this Project.

Commissioner Giles noted that it was Dr. Smookler who originally contacted the HRC with the suggestion that, based on its success with the veneral disease education project, it seek funding for the alcoholism peer counseling project. She expressed the gratitude of the HRC for Dr. Smookler's personal interest and support.

Ms. Julie Roseman, Public Health Educator, Department of Public Health, who in the first year of the Project worked 20 hours per week at the HRC, providing VD information, but who said her health education information was no longer needed because of the expertise the Project staff developed. The Project, she said, proves that young people given responsibility and training can prevail successfully, even in a program which began with such hostility and resistance at first.

Mr. Kenneth Hughes, Public Health Advisor, DPH, also spoke, saying that most of the 70 to 100 young people in this Project had experienced great personal enlightenment through their experience in counseling their peers. Many, he said, had become motivated to continue higher education and pursue careers. He noted that teachers as well as students had responded with more openness in confronting and discussing the venereal disease problem as a result of this Project.

Ms. Marilyn Morris, the supervisor of the Alcoholism Prevention Project, described the methodology of implementing the program through peer relationships.

Mr. Carlton Crump, a student health aide for three years in the VD Project, described his experience in providing peer counseling for young people and speaking to groups and to individuals. Mr. Crump when in the 9th grade and in his first year with the Project, wrote a book "Stay on the Good Foot", describing youth attitudes on VD; which was distributed to junior-high students, he wrote another book "VD and the Black Community", describing

Black attitudes towards VD. He received several commendations for his work, and was mentioned in several feature articles in the press on the Project. He said he always stressed the truth and facts in dealing with young people on the subject of VD, and that since he had entered Lowell High School he had seen a dramatic change in attitudes towards discussion of this health problem.

Mr. Crump read the following poem as his final presentation:

VD Blues
Playing it cool
you're a fool
VD going to rule

VD Won
Go drummer play your drum
But remember the sound
'Cause VD goes around and around

Don't you know
You don't run this show
VD does
It's going to blow your mind
Gonorrhea attacks you fast
Syphilis will ruin until the last
Go ahead, try to rule
VD going to show you, you're a fool.

Go ahead
Do your thing
But do it right
Conquer VD
And you're outa-sight

Show VD you're the boss
Don't take no stuff
'Cause VD makes it rough

Conquer VD now
Before it takes you uptown
VD plays no favorites
It's after your body
Being strong and mighty

It takes your mind and time
Not your eyes because they tell lies

VD your problem
And my problem too
It's old news
But today, yeah today let's conquer
VD Blues.

Also introduced was Ms. Chris Lowe, the supervisor of the VD Project.

***Commissioner Giles announced that when there was a Quorum, the Youth and Education Committee will recommend that a motion be adopted by the HRC to urge that the San Francisco Unified School District continue funding of the Peer Counseling VD Project by using school year Neighborhood Youth Corps job slots for high student health aides, as well as urging funding by the Department of Public Health of a part-time health aide supervisor.

Later in this meeting there was a Quorum and it was

*** m/s/c that this motion be adopted.

DIRECTOR'S REMARKS

- Ordinance No. 245-75 has been passed by the Board of Supervisors and signed by the Mayor, adding Sub-Section (c) to Section 12A.6, San Francisco Administrative Code relative to the HRC, designating that a special committee of three persons who are publicly identified with the homophile community or who have worked closely with the homophile community shall be appointed by the HRC and shall serve until discharged by the HRC.

A full copy of this Ordinance was provided each Commissioner.

Interim Director Meza announced that staff has contacted members of the homophile community to see if they would be interested in serving on such a committee.

Vice-Chairperson Heilbron announced that he intended to refer the matter of receiving recommendations both from staff and from outside to the Commissioners of the Employment Committee, enlarged by one member, and that they would have the opportunity to review nominations before making a recommendation from which the full HRC will make the final selection/appointments.

A number of speakers from the community addressed the HRC:

Charles Morris said that a number of people in the Gay community are concerned about how the special committee of three persons will be selected. He said he hoped that when the HRC appoints this committee it will only be after public hearings, the submission of names by any number of organizations, individuals volunteering to serve, etc. He said there was a great deal of apprehension about how this committee is going to be selected. He said he would welcome an opportunity for a number of gay people to sit down with the HRC and discuss guidelines and the selection process. He said he was very disturbed about the fact that the staff of the HRC has been asked for names to serve on this committee. He said he knew of no precedent in his experience of staff being asked to supply names for a committee that would set policy for them. He said the process of selection has to be a very open one, and that it has to take into consideration the recommendations of a great many Gay groups and individuals who are not members of groups.

- Commissioner Mezey noted that the next meeting of the Employment Committee will be June 19th and wondered if this issue were on its next agenda. Vice-Chairperson Heilbron said the references of Mr. Morris' concerns were to the appointment committee, consisting of the Commissioner member of the Employment Committee.

*** The Vice-Chairperson named Commissioners Bartlett, Fine and Mezey, plus Commissioner Sandoval, to serve on this appointment committee to make recommendations on nominees for appointments to the special committee on the homophile community and to set up their own procedures for making these recommendations to the HRC. The appointment committee set Wednesday, July 2nd, at 2 P.M for its meeting to receive input and recommendations from the Gay community. The meeting will be in the Grace Cathedral House Library, Second Floor, at 1051 Taylor Street, San Francisco.

Discussion ensued on whether the meetings of the appointment committee would be open to the public.

Paul Hardman, president of the Pride Foundation, stated that public hearings had been a part of the procedure agreed upon since the early work in development of an Ordinance calling for the establishment of the special committee on the homophile community. He said that in the Gay community there is a lack of faith in public officials, in the Office of the Mayor, in the HRC, and a lack of confidence in HRC staff.

*** Commissioner Raab pointed out that since this was not a personnel matter, it therefore was a nonprivate one, and therefore open to the public.

- Commissioner Heilbron asked members of the audience for suggestions as to what should constitute the procedure of the requested public hearing. He was told that people who are going to be considered should be announced in

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the community prior to the hearing so there can be dialogue in the community, and so interested people can attend and address themselves to these candidates..

- Commissioner Mezey stated that there was need of a mechanism to receive suggested names, and she said also that she was not anxious that staff be made subject to criticisms that should be borne by Commissioners.

Henry Wilson, of Bay Area Gay Liberation, said that there are many fractions in the Gay community and it was important that there be community input and community scrutiny to prevent one faction alone being appointed to represent the entire Gay community.

Elmer Wilhelm showed a card file of eighty Gay organizations in the Bay Area. He said it is possible to get a special committee of three that can represent all of these factions.

Marina said that there are already existing guidelines which have to do with people who write for papers, about people being involved in political campaigns, about people who plan for public office, etc. She urged that there be established reasonable guidelines to follow in the HRC's screening efforts.

William Beardemphl observed that every public commission is going to be watching how the HRC sets up this advisory committee. He said that the Gay community for the first time is being invited to serve in government, and that only through some kind of open public discussion and hearings is the HRC going to get these people to come forward.

- Commissioner Raab reiterated that the meeting at which the determinations on membership recommendations for the special advisory committee are made will not be a private meeting.

Mr. Morris suggested the establishment of a committee of only Commissioners to receive input from the Gay community on what they would like to see as guidelines for the selection of the advisory committee.

- A member of the audience, Ms. Barbara Starkey, suggested that Gay community newspapers and organizations be notified in advance of the July 2nd meeting of the HRC appointment committee.

YOUTH AND EDUCATION

- Passage of Affirmative Action Policy by San Francisco Board of Education June 3, 1975

Commissioner Giles reviewed the details of the resolution as amended and adopted by the Board of Education. The resolution calls for the Assistant Superintendent of Personnel Services/Community Relations Division to appoint an Affirmative Action Review Committee of ten members, to include representation from the HRC. The resolution calls for the HRC to monitor and periodically report to the Board through the Superintendent on Affirmative Action status and activities of the SFUSD contractors, and that the Superintendent assign a member of the Administrative staff... who will make reports to the HRC and to the District Affirmative Action Review Committee.

- There was discussion about procedures at the June 3rd Board of Education meeting where members of the Gay community, wishing to speak on the issue of the failure to include "sexual orientation" in the Affirmative Action Policy, were told it was a First Reading item and not subject to public discussion. It was reported that later that night the Board held that the issue technically was a Second Reading and, therefore, the public could speak on it, but this was too late for those not in attendance to do so. This included the HRC Gay Community Liaison. The Commission had previously urged that the Board's Affirmative Action Policy include all the categories in the City's Nondiscrimination Ordinance, including "sexual orientation."

*** The HRC took no formal position on this procedural issue of the Board of Education, but agreed to convey to the Board its concern that because of the subsequent late ruling on the Second Reading status of the issue, members of the community, including a HRC representative, were unable to speak to it.

Gail Roberts reported that the Board will hear a legal opinion from its Legal Advisor at its meeting of June 17th on the viability of including sexual orientation in the Affirmative Action Policy.

TESTIMONIAL

A testimonial luncheon was held May 28th for William Becker, former Director of the HRC. Commissioner Garcia, Wong and Mezey and Ms. Joan Barr were thanked for their work in arranging this luncheon. Mr. Becker was given a briefcase purchased from donations and Commissioner Raab read the following statement:

"On Behalf of the City of San Francisco, the Human Rights Commission expresses official thanks to Bill Becker for his long and extraordinary stewardship of the Commission as its Executive Director.

The Commissioners believe that no single person has done more than Bill Becker to advance the cause of equal opportunity and human rights in San Francisco; that, of course, was his job. But it was not a routine job, and he did not do it routinely.

He did his job with unusual dedication and determination, with never a trace of self-aggrandizement. As if that were not enough, he did his job with an unusual capacity to conceptualize the problems as well as to attack them creatively on the most practical level. As if that were not enough, he did his job with unusual tact and personal compassion. He personally embodied the spirit of the mandate that was given to the Human Rights Commission in its charter: to bring about demonstrable progress, with a community kept whole.

Bill Becker did not leave his job satisfied. More than any one, he knows the dimensions of the problems which still exist. But he made lasting contributions towards their solution; and they are lesser problems than they would have been without him. For a job well done, for the warmth with which we will all remember doing it, the City of San Francisco will always be grateful and indebted to Bill Becker."

DIRECTOR'S REMARKS

- Mr. Meza asked Commissioners to notify the office of their vacation plans.

- At this point Commissioner Bartlett arrived, making a Quorum.

EMPLOYMENT

- Special Presentation - Apprenticeship Council Affirmative Action Plan for Women: Ruth Drossel, Chairperson, Committee on Apprenticeship Opportunities for Women of the California Apprenticeship Council.

Ms. Drossel discussed the highlights of a 14-page document, including tables of statistics, on Affirmative Action in Apprenticeship and the California Apprenticeship Council's Affirmative Action Plan (called the Cal Plan). Ms. Drossel is a member of the HRC's Employment Committee, before which she made this presentation. A number of recommendations were part of the document, which had been approved for HRC action by the Employment Committee.

Data referred to from the State Division of Apprenticeship Standards on "Characteristics of Registered Apprentices in California, 1974.":

- In 1969 there were 93 women apprentices in California in 1975 there are 232. Trades with female apprentices expanded from 14 in 1969 to 44 in 1974. In 1969, there were no women in the traditionally male-oriented construction trades. Women now are carpenters, tapers, construction electricians,

cement masons, plumbers, etc.

- Minorities represented 21.9% of the women apprentices in 1974, slightly lower than the 24.5% represented by minorities among all apprentices.

- Women comprise 40% of the California workforce. Between the ages of 18 and 64, almost 50% are working. Half of the women working are doing so because of economic needs, as heads of households or supplemental wage earners. A large percentage of minority women workers are supplementing wages of spouses whose incomes are below the poverty level. In the construction trades, the male intensive industries, 5 to 6% in California are women. That 28 percent of the women working in the manufacturing industry are clustered in the low-paying, low-skilled jobs. The service industry totals 55% as women workers. Women in 1975 as in 1940 are still clustered predominantly in the same three occupational groups: professional-technical, the service industry, and clerical/sales.

- Women, then, can no longer be considered an adjunct to the labor force. They must be considered now and for the future a viable source of skilled labor, available for work, motivated and qualifiable for all occupations.

- Ms. Dorothea Hernandez, Director of Women in Apprenticeship, proposed in 1974 to the California Apprenticeship Council that the California Plan be amended to include women. The Cal Plan has goals and timetables based on population spread or workforce; thus the conclusion would have been that about 51% of the apprentice openings would go to women. The Council adopted the Cal Plan in January, 1975.

- Recommendations by Ms. Drossel:

1. That the HRC urge the Acting Chief of the Division of Apprenticeship to enforee Section 1777.5 of the California Labor Code providing for the training of apprentices on State public works of a ratio of not less than one apprentice for every five journeymen, requesting that he make priority for staff on-site visits and compliance reviews, and stating that if the Division has an item in the State Budget to provide adequate enforcement staff for the Section the HRC would be prepared to support it.

It was

*** m/s/c that the HRC adopt this Recommendation.

2. That the HRC recommend that the California Apprenticeship Council request the Division to consider a recruitment program for new apprenticeable occupations, e.g. health occupations.

It was

*** m/s/c that the HRC adopt this Recommendation.

3. That the HRC request its Contract Compliance staff to continue use of its form requesting employrs to estimate the number of women apprentices to be used, to compile information on the results, and report back to the HRC.

It was

*** m/sØs that the HRC adopt this Recommendation.

4. That the HRC's Youth and Education Committee inquire into the needs of K-through-12th grade women students for vocational programs to prepare them for careers which require skill background.

It was

*** m/s/c that the HRC refer this Recommendation to the Youth and Education for consideration for adding it to its position in this area.

- Ms. Drossel said that the HRC or its staff will no doubt be asked at some time to support surveys or studies or the gathering of information to aid in the attempt to seek rational solutions to the issues being dealt with in women's involvement in apprenticeship.

Ms. Drossel was thanked for her participation and contributions, and for her patience in waiting so long at this meeting to make her presentation.

YOUTH AND EDUCATION

- Request for Consideration of AB 2284 (Arnett) re: School Employees.

This complex bill was the subject of a staff memorandum to Commissioners quoting the Legislative Counsel's Digest and specific portions of the bill. It pertains to termination of the services of certificated employees of a school district if the average daily attendance declines, and would modify the conditions under which such termination of employment may occur.

*** The bill was referred to the Employment Committee and the Youth & Education Committee jointly for further study and recommendation to the full HRC for action with the recommendation that past HRC policy on deselection be referred to.

- Request for Endorsement of AB 414 (Foran) re: Educationally Handicapped Pupils.

Under existing law, public school districts which maintain special education programs for educationally handicapped pupils are prohibited from enrolling, in such programs at any given time, more than 2% of a school district's enrollment. This bill would permit school district to enroll 2% of a total number of pupils enrolled in both public and private schools in the district in such programs.

It was

*** m/s/c that the HRC endorse AB 414.

PERSONNEL SCREENING
Louis Heilbron, Chairperson

There was discussion regarding the Job Announcement for the position of Director (Executive Secretary) of the HRC with the minimum qualifications calling for "completion of a four-year college or university with a baccalaureate degree and major course work in social sciences." Commissioner Heilbron said the Civil Service Commission had informed him that the HRC was supported fully and legally by this four-year college requirement. The Screening Committee, however, believes there is no necessity for requiring the four-year study alone, but believes that it can also have the same requirement as for professional members of the HRC staff, i.e. that up to two of these years can be substituted with two years of experience.

It was

*** m/s/c that up to two years of experience be allowed to substitute for two years of college study as a minimum qualification.

*** Appropriate notification will be given through HRC mailings, and the modification of this change is attached to these Minutes.

It was

*** m/s/c that the period for filing applications for the Director post be extended to June 30th.

CALENDAR MATTERS

The next Personnel Screening Committee meeting will be June 19th. The Committee believes it will be in a position during July to make a recommendation for appointment of a Director.

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In order to make possible the largest number possible of Commissioners available for the July meeting at which candidates recommended by the Screening Committee will be interviewed by the full HRC,

It was

*** m/s/c that the regular HRC meeting set for July 17th be moved to July 24th.

The July 24th regular meeting will be from 9:15 a.m. and end at 10 a.m., to be followed by an Executive Session, which will be closed to the public, for consideration of the candidates for the Director position. This meeting will be in the Main Library, but in the first-floor Lurie Room, not the third-floor Commission Room.

- There was discussion about HRC staff input on screening of the candidates, and inviting a staff observer during the process of interviewing the candidates only, but not during the process of selection.

There was discussion about an HRC staff request that an appeal procedure be set up whereby a person not recommended by the Screening Committee may apply for an interview by the full HRC. There ensued considerable discussion on this point, and a decision on it was postponed to the June 26th HRC regular meeting.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, June 26th at 9:15 a.m. in the Commission Room of the Main Library.

The July 17th meeting was postponed to July 24th.

STANDING COMMITTEES

Employment	Thursday, June 19, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, June 19, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, July 1, 1975 9:00 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Social Programs	Tuesday, June 17, 1975 10:30 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, June 18, 1975 4:00 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

Joseph Meza, Interim Director
via
Jack Casford

JM:JC:PA

Attachments
June 17, 1975

INSURANCE COMPANIES

	TOTAL WORKFORCE		ABOVE CLERICAL			
	Min. % 1974	Min. % 1975	Min. 1974	Min.. 1975	Woman 1974	Woman 1975
Industrial Indemnity	27.8	28.1	13.6	15.2	31.5	38.7
Mission Equities	27.6	27.2	10.0	11.9	15.5	16.4
Pacific Insurance	31.1	33.3	12.5	14.0	22.4	24.1
Unigard Mutual	25.3	27.2	16.7	18.1	19.4	24.5
Fireman's Fund	20.6	21.8	7.2	7.2	20.4	20.4
Continental Insurance	31.4	33.6	18.4	20.2	25.7	28.9
CNA	28.1	30.3	11.3	12.5	23.0	27.3
Kemper Insurance	35.9	37.5	13.3	18.5	26.7	30.1
INA	29.8	32.7	14.3	15.7	14.3	16.5
Commercial Union Ins.	-	29.6	-	6.9	-	17.0
Harbor Insurance	-	19.4	-	4.3	-	9.5
Gulf Ins. (Palo Alto)	11.8	12.0	0.0	4.5	5.3	12.5
El Dorado Ins. (Palo Alto	24.1	25.0	18.9	18.9	18.9	25.0
INSURANCE BROKERS						
Bayly, Martin & Fay	18.7	25.0	15.4	15.4	15.4	15.4
Goldman & Co.	23.3	28.0	9.1	15.4	9.1	19.2
Johnson & Higgins	10.1	14.8	4.6	4.6	15.7	20.6
Marsh & McLennan	17.1	18.7	4.0	6.8	20.0	23.7

ED:bct
5-13-75

INSURANCE COMPANIES (13)

				MALE							WOMEN						
	TOTAL	TOTAL MALE	TOTAL WOMAN	BLACK	SPANISH ORIGIN	CHI-NESE	JAPA-NESE	FILI-PINO	NATIVE AMERICAN INDIAN	OTHER	BLACK	SPA-NISH ORIGIN	CHI-NESE	JAPA-NESE	FILI-PINO	NATIVE AMERICAN INDIAN	OTHER
OFFICIALS & MANAGERS	695	658	37	1	3		5		1	0	1	2		2		0	0
PROFESSIONALS	1011	707	304	10	21		28		0	3	4	13		23		1	1
TECHNICIANS	463	207	256	13	14		14		1	1	31	25		42		6	1
SALES WORKERS	78	70	8	2	2		4		0	1	1	1		1		0	0
CLERICAL	2204	411	1793	40	55		124		2	1	142	241		270		7	9
SKILLED WORKERS (CRAFTS)																	
SEMI-SKILLED																	
LABORERS																	
SERVICE WORKERS	72	45	27	11	6		6		0	1	4	8		1		1	1
TOTALS	4523	2096	2427	77	111		181		4	7	183	290		339		15	12

1974 REPORT

TOTAL MINORITY EMPLOYEES
1153 (25.5%)

TOTAL MINORITIES ABOVE CLERICAL
247 (11.0%

TOTAL WOMEN ABOVE CLERICAL
537 (23.9%)

1975 REPORT

T.M.E
1228 (27.1%)

T.M. A/C
277 (12.3%)

T.W. A/C
607 (27.0%)

EV:mh
5.12.75

INSURANCE BROKERS (4)

				MALE							WOMEN						
	TOTAL	TOTAL MALE	TOTAL WOMAN	BLACK	SPANISH ORIGIN	CHI-NESE	JAPA-NESE	FILI-PINO	NATIVE AMERICAN INDIAN	OTHER	BLACK	SPA-NISH ORIGIN	CHI-NESE	JAPA-NESE	FILI-PINO	NATIVE AMERICAN INDIAN	OTHER
OFFICIALS & MANAGERS	52	49	3	1	1		1		1	0	0	0		1		0	0
PROFESSIONALS	64	41	23	0	2		2		0	0	1	6		2		0	1
TECHNICIANS	17	9	8	0	0		1		0	0	0	0		1		0	0
SALES WORKERS	139	116	23	1	0		1		0	0	0	0		0		0	0
CLERICAL	307	22	279	0	3		3		0	0	20	29		30		0	0
SKILLED WORKERS (CRAFTS)																	
SEMI-SKILLED																	
LABORERS																	
SERVICE WORKERS																	
TOTALS	579	243	336	2	6		8		1	0	21	35		34		0	1

1974 REPORT	1975 REPORT
TOTAL MIN. EMPLOYEES	T.M.E.
88 (15.7%)	103 (18%)
TOTAL MIN. ABOVE/CLERICAL	T.M. A/C
15 (5.6%)	23 (8.4%)
TOTAL WOMEN ABOVE/CLERICAL	T.W. A/C
46 (17.1%)	57 (20.9%)

EV:mh
5.12.75

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street, Suite 501
San Francisco 94103
558-4901

THE SAN FRANCISCO HUMAN RIGHTS COMMISSION INVITES APPLICATIONS FOR THE POSITION OF DIRECTOR, (EXECUTIVE SECRETARY)

ADDENDUM TO JOB ANNOUNCEMENT

Note modification of educational qualifications and the time for receipt of applications as follows.

1. Minimum Educational Qualifications have been modified to permit up to two years of experience to be substituted for up to two years of college or university training. (This substitution of experience also can be accepted for the Social Sciences major.)

2. The Deadline for receipt of applications have been extended from June 16, 1975 to June 30, 1975.

3. Attached is the full statement of the Job Announcement as amended.

GR:gm
Attachment

CITY AND COUNTY OF SAN FRANCISCO

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street
Suite 501
San Francisco, California 94103
Telephone 558-4901

THE SAN FRANCISCO HUMAN RIGHTS COMMISSION INVITES APPLICATIONS FOR THE POSITION OF DIRECTOR, (EXECUTIVE SECRETARY)

THE POSITION

The Director exercises complete responsibility for the administration of the Human Rights program within the framework which established it and performs related duties as required.

Major responsibilities are: coordinating and executing the policies and program of the Commission, which includes enforcement of the non-discrimination ordinance; making continuous personal contact with responsible citizens to establish and maintain good public relations and good relations between various groups, which frequently involves difficult negotiations and interpretations of policy; presiding when required at meetings which may involve discussion on sensitive points and decisions which may be subject to criticism.

MINIMUM QUALIFICATIONS

1. Completion of a four year college or university, with a baccalaureate degree and major course work in social sciences.
2. Five year experience as an intergroup professional with demonstrated administrative and programmatic performance or a combination of college & experience.
3. Comprehensive knowledge of: the objectives, principles and practices of intergroup relations work and the laws relating to the field; the functions of governmental agencies in intergroup relations and in the enforcement of non-discrimination laws; causes of intergroup problems and methods to alleviate them; and administrative methods.
4. Familiarity with intergroup relations in the City and the Bay Area; or other complex urban area.
5. Ability to: evaluate the problems of intergroup relations and the effect of social problems; plan, organize, supervise and promote programs of community action; establish and maintain effective working relationships with associates, subordinates, supervisors and the public; prepare technical and informational data for administrative use and publication; speak effectively at professional, non-professional and community meetings, and on the radio and television.

SALARY

Appointment may be made within the range of $23,554-$27,825.

FRINGE BENEFITS

Fringe benefits of permanent Civil Service employees. The Director holds a Civil Service exempt position and is not subject to Civil Service examination.

APPLICATIONS

Applications should be sent to Chairman, Personnel Committee, Human Rights Commission, 1095 Market Street, San Francisco, CA 94103.

Each application should include a written statement not to exceed 1000 words setting forth personal qualifications in relation to the minimum job qualifications and a resume which includes the names of three references (one of whom is local) and information relating to educational background, job experience, and administrative experience.

Telephone inquiries and requests for job classification information are invited by calling Gail Roberts at (415) 558-4901.

Applications must be received by June 30, 1975.

SELECTION

The Personnel Committee of the Commission will review applications and screen the initial candidates, using criteria established by the Commission and the Civil Service Commission of the City of San Francisco. Those applicants judged best qualified by the Personnel Committee will be invited to participate in an oral interview. Appointment is made by the Chairman of the Commission with the approval of the majority of the Commissioners.

It is anticipated that the Director assume duties on or around July 24, 1975.

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of June 26, 1975

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*
* NEXT MEETING: July 24, 1975
* Thursday
* Lurie Room - First Floor
* Main Library - Civic Center
*
* NOTE: THIS MEETING WILL START
* AT 9:15 A.M. AND WILL
* ADJOURN AFTER A BRIEF
* BUSINESS SESSION INTO
* EXECUTIVE SESSION TO INTER-
* VIEW CANDIDATES FOR THE
* POST OF DIRECTOR OF THE
* HUMAN RIGHTS COMMISSION
*
****

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Louis Heilbron (presiding), Sister Mary Bernadette Giles, Earl Livermore, Harvey Wong

Excused: The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Ben L. Hom, Curtis McClain, Rev. Victor L. Medearis (on leave), Caryl Mezey, Earl Raab, Eduardo Sandoval

Staff: Joseph Meza, Joan Barr, Jack Casford, Med Claveria, Lily Lee, Cole Lew, Stanley Lim, Jesse Martinez, Wayne Redus Gail Roberts

Pledge of Allegiance

Approval of the Minutes of May 22 and June 12th postpone because of lack of a Quorum.

COMMUNICATIONS

- From State Senator George R. Moscone, stating his support of AB 414, regarding expansion of special education programs for the educationally handicapped, endorsed by the Human Rights Commission.

- From U.S. Representative Andrew Young, outlining his efforts in support of the Voting Rights Act and H.R. 6219 (which the HRC had endorsed) to extend the Voting Rights Act for ten years, make permanent the ban on literarcy tests, and extend coverage for the first time to "language minorities".

COMMITTEES

- Commissioner Heilbron noted that the Agenda for this meeting should show Commissioner Bartlett as a member of the Employment Committee, and Commissioner Mezey as chairperson of the Housing and Urban Development Committee.

EMPLOYMENT

Rabbi Alvin I. Fine and The Very Rev. C. Julian Bartlett, Co-Chairpersons

- City-Funded Construction, Affirmative Action Report - Stanley Lim; George Newkirk, Employment Contracts Compliance Officer, Public Utilities Commission.

- continued -

Mr. Newkirk opened the presentation.

In the quarter ending March 31, 1975, the Public Utilities Commission had ten substantial construction contracts in progress, with another three to start prior to the end of June. The present contracts total more than $6 million, not including a number of small and relatively short-term contracts (less than $200,000 and 60 days) issued by both the Water Department and Hetch Hetchy. Ninety-two of the 250 employees on these ten contracts were minorities. There were no women employed during this period, and Mr. Newkirk said he hoped to be able to change this condition before the next report.

There continues to be an underutilization of both minorities and females in various crafts, although there has been an improvement in some areas. An example of this improvement would be in the operating engineers, up since the last report in October of 1974 from 0% to 9.8% in total minority hours worked (123 of 1,254). But on the other hand there was a decrease in the hours worked by minority carpenters, 20% down to 12.2%. However, this is almost equal to the decrease in number of total hours worked ($7,325\frac{1}{2}$ reduced to $4,520\frac{1}{2}$). The bulk of the total hours worked by minorities remains in the laborer classification as does the bulk of the total hours worked.

Even though there had been some small improvements Mr. Newkirk urged continued activity in pushing for adherence to the equal employment and affirmative action laws and regulation, and not allowing small increases to hide the fact that minorities and females are not represented in the numbers that they should be.

There continues to be a lack of committment to employing females, even though there are those in the workforce that are willing and capable of working in the construction industry. Although the hours worked by minority operating engineers increased, it actually meant that out of 12 employed, 2 were minority and one (1) only worked one hour, whereas in the last report there were no minorities out of a total of 14 employed.

Mr. Newkirk said that his next report will include workforce breakdowns for two sizeable projects: the Muni - Metro Center ($13 million), and the second phase of the John Woods Maintenance Facility.

Mr. Newkirk pointed out that minorities hold the majority of the jobs in the Laborers craft class, a reflection of the 80 to 90% minority membership of that craft union. He said, in response to a question, that relatively few minorities from the Laborers had been absorbed into other crafts in the workforce.

Mr. Newkirk's report showed that the total minority hours (prorotinate of the whole) on these ten contracts in the reporting period was 5,010, or 29.7%.

In the apprenticeable crafts, with a total workforce of 109, there were 18 apprentices, 7 of them minorities.

Mr. Lim then made his report on affirmative action progress in City-funded construction contracts in the past six months.

The HRC's concern, as in the past, focuses on minority and female participation in the building trades, emphasizing apprenticeship. The status of City construction appears very active, as the current economic recession does not seem to have affected public projects. The number of contracts in progress under HRC monitoring has reached a new high, up from the previous report of 27 to 31, plus a private project being built on City land. But the majority of these contracts were planned and awarded more than a year ago. One of the largest, the San Francisco Medical Center which was let four years ago, is approaching completion. For most of last year and first five months of this year, there have been no City contracts of substantial size awarded. Two of the biggest awarding departments, the San Francisco Unified School District and the Airport Commission, have not been letting new contracts because of scheduling and programming for the former and Environmental Impact Report requirement delays for the latter.

- continued -

In line with the previous reports on this subject, the statistics used are based on one month's accumulated work hours on each project as reported to the HRC by each contractor. This report covers the month of March, the base month of the semi-annual reporting format. Formerly, the HRC was reporting the City-wide projects and the Bayview-Hunters Point projects separately. It now is combining both groups into one uniform report. (Not included in the report but available in HRC files are analyses of individual projects.)

Based on the total hours analysis of all trades in 32 projects, the ethnic breakdown of the total work force is White: 56.5%; Spanish-Origin: 18.6%; Black: 19.8%; Native American Indian: 2.3%; Chinese: 1.6%; Japanese: 0.3%; Filipino: 0.3%; and, Other Non-White Minority: 0.6%. The total for minority workers is 43%, or 507 persons out of 1167. Included in the work force are two women carpenter apprentices. The minority total is nearly two per cent higher than a year ago, but also two percent lower than six months ago. This slight down trend in the last six months is mainly due to the decreases in minority apprentices.

Despite the increase in total hours worked by about 16% over the last report, the number of employees, minority and non-minority alike did not fluctuate very much. In September, 1974 the total was 1136 persons, with 506 minority and three female workers. The effect is that the average hours for each individual worker has increased from 77 hours to 89 hours per month.

While Spanish-Origin, Blacks and Native American Indians retained their relatively high level in the various trades, the Asian groups, (Chinese-Japanese-Filipino) have not shown significant increases since the HRC started keeping separate statistics for each group. Their participation at only 2.2% is of course below their population in this City. Especially under-utilized are Filipinos. More intensive recruitment efforts are needed to over come this deficiency.

Mr. Lim cited three reasons he thought contributed to the lack of better Asian participation, particularly among the Chinese and Filipino communities:

1. There currently are no City-funded construction projects of any significance in these residential areas.

2. Many parents do not encourage their children to enter the building trades because of differing positions on upward mobility means and past discrimination.

3. Attitudes on the part of some employers that Asians are not large or strong enough for construction work.

Excluding the noncrafts, on a trade-by-trade comparison, high minority representation can be found in bricklayers, cement masons, lather/plasterer/drywall installers and painters, all showing from 39.5% to 67% minority workers. The next group with a fair range of 25% to 33% minority persons is carpenters, electrical workers and iron workers. Under that level with less than 25% minority personnel are elevator constructors, operating engineers, pile drivers, plumbers and sheet metal workers. These comparisons can be viewed as a reflection of the minority membership in each union, though exact data on this subject are not available to us.

The foregoing minority employment figure in the respective trades, as a whole, with the exception of elevator constructors, pile drivers and plumbers, are within the acceptable minimum ranges in the HRC affirmative action program.

The HRC analysis of individual projects shows a direct relationship between the ratio of minority involvement and those trades where minority groups show prominence in membership. For example, in most of the school reconstruction contracts where the predominate trades are carpentry, electrical, lath/plaster and some iron work, these tend to have a higher minority makeup. Where as in those projects that require heavy use of pile drivers and operating engineers (whose membership traditionally limits minority persons and excludes females) as in the Port and Airport contracts the ratio of minority workers is proportionately lower.

- continued -

For the first time in many years minority apprentices are below the 50% mark--now at 48.6%. The reason, as far as can be determined, is related to job availability. Already pointed out is the fact that there were no new major contracts awarded by any departments in the past half (reporting) year. Most of the current jobs are now in the post-peak period of construction or scaling down to a point where layoffs of apprentices and some lesser experienced journeymen become unavoidable. Most minorities and the two women are in those categories. Note: The contractor is required by law to employ at least one apprentice only if it has five journeymen on the job. The other reason is that several contractors working in the Airport and on the piers employing pile drivers are technically exempted from the State apprenticeship code because the apprenticeship program has been closed. This further reduces the job opportunities for apprentices.

On the other hand, by natural progression, it is safe to assume that some of the minority apprentices indentured few years back have since been promoted to journeymen and foremen classifications. Examples of these can be seen in the number of minority journeymen carpenters, electrical workers, minority foremen bricklayers, etc.

Early in 1974, the HRC reported the first woman apprentice in City-funded construction. Since then, there has been a cumulative total of at least seven female workers employed on HRC-monitored jobs. The two women reported here are new apprentices. The HRC was instrumental in the employment of another woman apprentice in a non-City project. It was a result of an affirmative action agreement entered with William & Burrows Co., which to date has resulted in the hiring of a woman at one of its new jobs outside of San Francisco.

The three women apprentices shown in the last report were laid off because of completion of work. But the few women assisted into City construction represent an important step. By keeping a continuity, despite the small number, more women will undoubtedly be encouraged to enter the trades. Eventually, the outdated stereotypes relative to the ability of women to do construction work will change, Mr. Lim said.

Other HRC Activities Include:

1. OFCC Approval of HRC Program: In January, the Office of Federal Contract Compliance informed the HRC that it had no objection to the inclusion of the HRC program in any Federally-assisted contract. What prompted this action was that the Federal Aviation Administration had originally refused approval of two Airport contracts because HRC's affirmative action plan did not have the "approval" of OFCC. The HRC submitted its program in November, 1974, with a new set of goals and timetables, and it was accepted by OFCC.

2. Complaints Filed: In the last six months, three complaints have been filed against contractors for noncompliance. No formal hearings were set for these complaints. Informal discussions have taken place to reach settlement.

3. Preparatory Work on YBC Project: Much of the preparation relating to the development of the YBC Project affirmative action program has long been completed. Since bid opening in mid-February, we have approved all of the contractors' manpower utilization goals. As of this writing, the project itself is very uncertain. Together with the Redevelopment Agency, the HRC has invested a vast amount of time and energy on this project. Whether or not the project becomes a reality, it has achieved at least one satisfying result: the development of a very strong affirmative action plan that's becoming a model for other agencies in this area.

Except for seasonal work, there's more fluctuation in construction work than any other type of employment. There seems to be some correlation with the number of new contracts and the number of minorities employed by contractors. The more new projects, the higher percentage of minorities. At least that appears to be the case so far as the percentage of minority apprentices for the past few years. From a strict affirmative action stand point, the HRC would want to see City construction remain at a high level despite delays and set backs as seen in recent months, Mr. Lim emphasized.

- continued -

Mr. Lim's report included statistical tables, from which he pointed out the following highlights:

1. Minority and female apprentices in all City construction projects rose from 39.0% in November 1970 (there were no females then in the category) to 49.9% in March of this year, including 1.3% females. The first report including females was in September of 1974. For the current reporting period there were 119 apprentices, 60 of them minorities, and two females. Over the five-year period minority apprentice figures were highest at 52.8% in March of 1974.

2. Minorities accumulated 43.5% of the total hours worked in these contracts in the 22 crafts and classifications tabulated. This figure was 45.6% in September of 1974, and 41.8% a year earlier.

Wayne Redus, HRC Coordinator of Employment, pointed out that the State's Division of Apprenticeship Standards figures for statewide minority apprentice records consistently have shown San Francisco's leadership. In January, 1971, for example, the City's minority apprentice figure was 37.3 (of the total apprentices) then the highest in the State. The comparable figure for December, 1972 was 43% for the City, 44.6% in 1973, and 45.8% for December, 1974.

YOUTH AND EDUCATION

Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

- Implementation of School Breakfast and Lunch Programs.

- Discussion of Students Rights and Responsibilities Manual and its Implications

These two agenda items were postponed to a future HRC meeting.

- Inclusion of Sexual Orientation in San Francisco Unified School District Affirmative Action Policy

Commissioner Giles reported that the School District's Affirmative Action Policy now includes exactly the same categories (race, religion, color, ancestry, age, sex, or sexual orientation) as found in the City's Nondiscrimination Ordinance, Section 12B of the City's Administrative Code. The addition of sexual orientation by the Board of Education was in large measure due to the HRC's formal action and followup.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Recommended Endorsement of H.R. 2522 (Mink) New Americans Education and Employment Assistance Act.

This is the new version of Representative Patsy Mink's (D., Hawaii) H..R. 9895. It would provide Federal money ($20,000,000 called for in the first. year) for social assistance, job-training, and other programs to gateway cities, such as San Francisco, with large numbers of immigrant populations. H.R. 9895 was endorsed by the HRC in 1974, the Board of Supervisors endorsed it, and Jack Casford appeared on behalf of the Mayor to support it in Washington last November before the House Subcommittee on Equal Opportunities. The bill was not reported out and H.R. 2522, therefore, is Ms. Mink's new form of the bill.

There have been some minor changes in the definitions of immigrants and eligibility. Local groups, particularly Chinese, concerned with immigrant populations, have endorsed H.R. 2522.

*****Mr. Casford was authorized, in view of agreement of the four Commissioners present at this meeting that in accordance with its prior policy on this issue, recommendation of endorsement of H.R. 2522 be approved, to communicate this fact to the Board of Supervisors, recommending that it, too, re-affirm its previous support of this bill (now H.R. 2522, formerly H.R. 9895).

- Recommended Endorsement of Northern California Coalition for Handgun Control

- continued -

Jack Casford has been meeting with this group during its planning stages for several months, as a follow-up to participation in the Mayor's Council on Criminal Justice committee that adopted a set of standards as its position on handgun control throughout the State, standards adopted as well by the Northern California Coalition. There is a Southern California Coalition for Handgun Control, on which the Northern California Coalition is modeled. Organizations endorsing the Northern California Coalition so far include: the California State Bar, the San Francisco Bar Association, the Regional Office of the NAACP, the American Jewish Congress, the Council for Civil Unity, etc., plus Supervisors Feinstein, Francois, Gonzales, and Mendelsohn, Judge Francis McCarthy, Ed Osgood, Judge Kennedy, etc. Judge Leland Lazarus is the Chairperson.

The HRC position favoring handgun control goes back to 1969, when we endorsed legislation on the Federal level.

Commissioner Wong made the formal recommendation of endorsement.

*****Acting Chairperson Heilbron authorized Mr. Casford to poll absent Commissioners by telephone, informing them that the four Commissioners present at this meeting were in agreement that this endorsement be approved. If a total of eight Commissioners concur, he was authorized to then communicate formal endorsement to the Northern California Coalition for Handgun Control.

- Recommended Endorsement of AB 1290 (Chaeon) which would give powers to administer oaths, examine witnesses, issue subpoenas, and receive evidence, in implementation of investigatory powers, to human relations commissions throughout the State. The HRC already has these powers. The bill has been endorsed by the Statewide conference of HRCs held in Palo Alto in March, and by a number of fellow commissions, including most recently commissions in Santa Clara and San Jose. Copies of the bill were provided in the Commissioners' packets.

*****Due to the absence of a Quorum, this action was postponed to a future meeting of the HRC.

POLICE LIAISON
Earl Raab, Chairperson

- Recommended Endorsement of AB 1448-(Foran): County Parole Boards

This bill states that anyone who is committed to a county jail or like facility under a judgment or as a condition of probation for any offense, unless the court orders that local parole not be allowed and the underlying offense is a felony, may be considered for local parole.

*****HRC staff member Jessie Martinez, staff for the Police Liaison Committee, was authorized to write to the author of this measure forwarding the endorsment of the Police Liaison Committee, since there was no Quorum to consider action by the full HRC.

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Fair Housing for Children Ordinance - Passed by Board of Supervisors, and now before the Mayor for his signature.
- Report on City Planning Department's Zoning Study [illegible]

These reports were postponed to a future HRC meeting. Commissioner Mezey and Housing Representative Edith Witt were detained at another important meeting.

PERSONNEL SCREENING
Louis H. Heilbron, Chairperson

- The Committee continues its interviewing of applicants for the post of Director of the HRC. Six candidates have been interviewed to date; there are 31 applicants to date. The next interview meeting will be July 2nd. and and there will be others before the HRC's regular meeting/Executive Session of July 24th.

- continued -

The absence of a Quorum prevented action by the full HRC on the June 12th discussion of an HRC staff request that an appeal procedure be set up whereby a person not recommended by the Screening Committee may apply for an interview by the full HRC. Commissioner Heilbron said there was no precedent that could be found for this kind of procedure. He said that since there was no Quorum for formal discussion of this point, he would state that if the full HRC were not satisfied with the candidates recommended by the Steering Committee, they can interview anyone whom they wish, and anybody can send in a request (for such an interview).

- Grand Jury Report on the HRC

Commissioner Heilbron noted that the Grand Jury that studied the work of the HRC had issued a most favorable report, citing the HRC's responsiveness to the needs of the community and the hard work of its staff in carrying out its mandate. He said the full Grand Jury report will be provided each member of the HRC.

DIRECTOR'S REMARKS

- The meeting of a special Appointment Committee of the HRC to discuss guidelines and procedure for selection of candidates for appointment (by the full Commission) to an Advisory Committee to the HRC from the homophile community will be July 2nd, Wednesday, at 2:00 P.M. at Cathedral House Library, 1051 Taylor Street, Second Floor. Notice of this meeting has been sent to a number of organizations. Commissioner Sandoval will chair this meeting, with Commissioners Fine, Mezey, Bartlett, and Ganotise.

- It was announced, both with regret and with pride, that Susan Heller, an HRC Affirmative Action Officer, has been named Coordinator of the City's new Commission on the Status of Women.

****A letter of commendation and thanks for Ms. Heller was authorized to be sent to her on behalf of the HRC (after absent Commissioners were polled for their formal approval of sending this letter).

The HRC now is receiving applications to fill Ms. Heller's position, which is a CETA-funded one.

- It was announced that the annual conference of the International Association of Human Rights Agencies will be held July 13 - 18 in New Orleans. The HRC has no travel funds that enable it to send a representative.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, July 24th at 9:15 A.M. in the Lurie Room on the First Floor of the Main Library. It will be followed by an Executive Session to interview candidates for the post of HRC Director.

STANDING COMMITTEES

Employment	Thursday, July 17, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, July 10, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, July 1, 1975 9:00 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Social Programs	Tuesday, July 15, 1975 10:30 A.M. HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

JM:JC:MH

Joseph Meza, Interim Director
via Jack Casford

75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of July 24, 1975

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*
* NEXT MEETING: August 14, 1975 *
* Thursday *
*
* Commission Room, Third Floor *
* Main Library, Civic Center *
*
* NOTE: THIS MEETING WILL *
* START AT 9:15 A.M. *
*
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. . . . . .
. *Grant Mickins, III was appointed Executive* .
. *Secretary (Director) at the Human Rights* .
. *Commission today.* .
. . . . . .

Note: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meeting.

ROLL CALL

COMMISSIONERS

Present: Vice-Chairperson Heilbron (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Sister Mary Bernadette Giles, Ben L. Hom, Earl Livermore, Curtis McClain, Caryl Mezey, Earl Raab, Edward Sandoval, Harvey Wong

Excused: Rev. Victor L. Medearis (on leave of absence)

STAFF Joseph Meza, Frank Anderson, Med Claveria, Carole Ellison, Lily Lee, Cole Lew, Stanley Lim, Gail Roberts.

Pledge of Allegiance

Minutes of the meeting of June 12, 1975 and June 26, 1975 approved.

COMMUNICATIONS

- From Congressman John L. Burton, stating his full support for HR 2522, the "New Americans Education and Employment Assistance Act" sponsored by Congresswoman Mink, which the HRC has endorsed.

- From Carl D. Perkins, Chairman of the Committee on Education and Labor (U.S. Congress), thanking the HRC for its support on HR 2522.

- From Lane E. DeLara, Acting Superintendent of SFUSD, on behalf of Mrs. Abrahamson, President, Board of Education, stating their support of HR 2522, at the request of the HRC.

- From Congressman Phil Burton to Wayne Redus, thanking us for our interest in HR 2305, Part-Time Career Opportunity Act, and stating that he will give this bill his serious attention.

COMMITTEES

Housing & Urban Development
Caryl Mezey, Chairperson

Chairperson Mezey reported that the Fair Housing for Children Ordinance was passed on July 14, 1975 by a vote of 9-2. The Coalition consisting of 100 groups which worked for the passage of this ordinance, is now in the process of setting up complaint procedures. The Assistant District Attorney will be in charge of investigating complaints. A brochure will be distributed to various interested organizations explaining procedures.

-more-

Commissioner Mezey stated that Ms. Edith Witt was of immeasurable help in the passage of this ordinance. Commissioner Raab also expressed his thanks to Commissioner Mezey for help in the passage of this ordinance. Commissioner Heilbron noted that the passage of this legislation has been the result of two years work. It failed the first time and then succeeded on the second try. He also stated that Time magazine reported that this legislation resulted from a survey by HRC.

Commissioner McClain commented that this should go down as a "victory for the children" and that he is proud to be a part of it.

YOUTH AND EDUCATION
Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

Commissioner Giles reported that on June 19, 1975, Mr. Richard Farrar, Acting Director of the SFUSD Cafeteria Division, described the lack of implementation of the school breakfast and lunch programs. This was due to the freeze on hiring by the SFUSD. Presently the guidelines are not adhered to, food purchases are delayed, and daily equipment repairs have not been completed. Commissioner Giles made a motion, as requested by Mr. Farrar, that the HRC support the employment of staffing requisite to implement the SFUSD Breakfast program.

Commissioner Giles also suggested that the HRC send a letter urging the school district to investigate the delay in the program and to allocate the necessary funds.

Commissioner Heilbron raised the question as to the funding required and the availability fo such funds.

Commissioner Giles responded that "four supervisory staff who resigned during the past eighteen months have not been replaced. Of the seven positions budgeted for cafeteria supervision, two permanent staff hold the next position temporarily, one continues in the same job, and four slots are vacant."

Gail Roberts responded that the funds would come from the tax override and federal funds.

Commissioner Wong asked if this program was for all children through high school.

Commissioner Mezey responded that it was, that in the high schools it takes the form of a "Nutrition Break" sometime during the morning when the students can obtain coffee, milk, and donuts.

Commissioner Wong asked whether any other cities have this type of program. Gail Roberts stated that last year we were the only large school district that had such a program.

Commissioner Bartlett asked if this were a genuine financial problem or a bureaucratic bog. He stated that if it is a bureaucratic bog, the HRC should have a strong statement about it.

Commissioner Giles responded that it probably is a bureaucratic overload. The people responsible may not have addressed themselves to the reality of the situation. This is a most important program for the children. The fact that it was supported by the SFUSD indicates that someone must be failing in the responsibility of seeing that it is properly implemented.

Commissioner Heilbron suggested that the HRC state that it "urgently supports" the implementation of this program.

Gail Roberts commented that the SFUSD freeze affects all programs. The Youth and Education Committee does not say that all positions are necessary. What they are proposing is that whatever staff is necessary to get the job done should be obtained.

It was

***m/s/c that the HRC urgently support the employment of staffing requisite to implement the SFUSD Breakfast Program.

-more-

Commissioner Heilbron said that we must consider the fact that there is a freeze on all positions because of the budgetary situation of SFUSD. Our view is that such a freeze should be relaxed on a priority basis.

Commissioner Bartlett made a motion that HRC request the Youth and Education Committee to study this matter and report to the HRC with recommendations. The Motion was seconded and carried.

Commissioner Fine stated that the School Board ought not to be absolved of the responsibility. The burden of failure of certain programs should be shared by the "bureaucracy" and the elected School Board.

SPECIAL APPOINTMENT COMMITTEE

Ed Sandoval, Chairperson

Commissioner Sandoval reported that on July 2, 1975, he conducted a meeting with Commissioners Fine, Ganotise, and Mezey, and approximately 20 representatives from the gay communities relative to the establishment of guidelines and procedures to select candidates for the Gay Advisory Committee. As a result of the meeting, procedures for the submission of resumes were developed and criteria for the selection of the three person committee were established. Each candidate must submit a statement assuring time and commitment to serve on the Advisory Committee. The closing date for receipt of applications is July 25, 1975. Interested people will have time to offer input concerning the candidates until August 8, 1975. On August 14, 1975, the Special Appointment Committee will recommend to the HRC three people to sit on the Advisory Committee.

SCREENING COMMITTEE

Louis Heilbron, Chairperson

Commissioner Heilbron referred to the fact that he had succeeded to Commissioner's Medearis' position on this Committee when Commissioner Medearis requested and was granted his leave of absence. The Screening Committee met seven times. Interviews were conducted during six meetings. 42 applications were received, 19 persons were interviewed for periods of 45 minutes each. The qualifications of applicants were generally high.

CALENDAR MATTERS

The next regular meeting of the HRC will be at 9:15 a.m., Thursday, August 14, 1975, in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, August 21, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, August 7, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, August 5, 1975 9 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Social Programs	To Be Announced
Police Liaison	Wednesday, August 6, 1975 4 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

-more-

Re Executive Session

The Commission then went into Executive Session for the purpose of interviewing and considering candidates recommended by the Screening Committee and taking such action as deemed advisable. Upon adjournment of this Session, the Vice Chairperson reported for the record and public information the following action taken in Executive Session: that he as Vice Chairperson had appointed Grant Mickins, III as Executive Secretary (Director) and that the appointment was approved by resolution of the Commission, duly moved, seconded and unanimously carried by vote of 13 Commissioners present.

Respectfully submitted,

Gail Roberts, Coordinator
Community Organization
via
Carole Ellison

GR:CE:pa
8/7/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of August 14, 1975

NEXT MEETING:	September 11, 1975 Thursday
Commission Room, Third Floor Main Library, Civic Center	
NOTE:	THIS MEETING WILL START AT 9:15 A.M.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Louis Heilbron (presiding), the Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Earl Livermore, Caryl Mezey, Earl Raab, Eduardo Sandoval, Harvey Wong

Excused: Rev. George Bedford, Mary O. Ganotise, Joseph Garcia, Ben L. Hom, Curtis McClain, Rev. Victor L. Medearis

Staff: Grant Mickins, Frank Anderson, Joan Barr, Med Claveria, Jo Daly, Carole Ellison, Alberta Grant, Gail Roberts, Essie Thomas

Pledge of Allegiance

Minutes of the meeting of July 24, 1975 approved.

Commissioner Heilbron noted that this was Mr. Mickins' first meeting as Executive Director of the Human Rights Commission and on behalf of the HRC and the community he expressed the hope that this would be the beginning of a long-lasting, productive, cooperative, and effective relationship.

COMMUNICATIONS

- From State Senator Milton Marks, thanking the HRC for its letter regarding AB 414, relating to educationally handicapped pupils, and stating his support for the bill.

- From Assemblyman Leo McCarthy thanking the HRC for its letter regarding AB 414, stating he will give the bill his careful attention.

- From U. S. Senator John Tunney, thanking the HRC for its letter concerning the "New Americans Education and Employment Assistance Act" and stating that he will strongly consider the measure when it comes before the Senate.

- From Ilse Greer, Chairperson, Commission on the Status of Women, thanking the HRC for the invaluable contributions it has made to the Commission on the Status of Women.

- From Robert E. Gonzales, Supervisor, to Edith Witt, expressing thanks for her letters and comments supporting the Fair Housing for Children ordinance.

- From Joan L. Linderman, Executive Director, Fair Housing Board, Arlington County, Va., requesting information about the San Francisco Fair Housing for Children ordinance.

- From Lane E. DeLara, Deputy Superintendent, San Francisco Unified School District, to Gail Roberts, acknowledging concerns regarding staffing of the District Breakfast Program and stating that he was not aware of the problem and will ask Mr. Ferrar, Acting Director of the SFUSD Cafeteria Division, for a report.

-more-

In addition, many letters of congratulations on his appointment as Executive Secretary (Director) of the Human Rights Commission were received by Grant Mickins.

COMMITTEES

Youth and Education
Sister Bernadette Giles and Louis H. Heilbron, Co-Chairpersons

- Committee Report - Sister Giles reported on the status of the Bilingual Office programs in the SFUSD. At the August 7th meeting of the Youth and Education Committee, Raymond Del Portillo, Director, Bilingual Education, reported that $2,333,000 was appropriated to the District from Federal funds for the 1975-76 academic year. Significantly, $1,034,899 was from Bilingual ESAA (Emergency School Aid Act) funds for implementation of these programs. Additional administrative staff will not be available for the program. The three supervisors in the Bilingual Office who had previously supervised the Chinese, Filipino, and Spanish programs respectively, would be reassigned so that one person will be in charge of actual field operations, one in charge of curriculum and development, and one in charge of management, reporting and coordination. Principals must have a plan developed for non-English-speaking children in their schools. The School District does not intend to hire additional teachers, but will seek to redeploy tenured teachers. Some teachers who had been teaching ESL (English as a Second Language) classes will be transferred to Bilingual classes.

There may be new needs when it is known how many Vietnamese children enter schools in the fall. It will be a matter of concern that these children are provided for in the school system. Also, the Samoan community has requested a Bilingual Program for their children.

The bill, introduced by State Senator George Moscone, which is pending in the Legislature, would require each school within ten days of the opening of school, to communicate with the parents as to the available bilingual-bicultural programs and ask parents to make their choice. No child is enrolled in a bilingual class without parental permission.

Commissioner Bartlett asked what percentage of parents were literate and thus able to read the communiques from the school informing them about these programs. Ms. Gail Roberts replied that the information is sent out to parents translated into Spanish, Chinese, and Tagalog.

Commissioner Livermore wondered about the effect of teachers being pulled out of classes if there were no new hirings. It was remarked that it is anticipated that there are enough qualified teachers to replace those who would be assigned to the Bilingual programs.

No action was requested and no action was taken on this report.

MEDIA PROGRAM
Joan Barr, Coordinator

Ms. Barr asked for a resolution for approval of the concept for a proposal for funding a series of monthly "City Seminar" television programs which would be produced by the HRC and the Department of Communication at Lincoln University.

The HRC and Lincoln University would apply jointly to the California Council on Public Policy for funds to produce several one half-hour television program for cable television dealing with aspects of the urban scene.

During the past year, five programs of this nature have been shown on Channel 6 in San Francisco, and Channel 2B in San Jose. These programs were jointly developed by Professor Theodore Connelly of Lincoln University and Ms. Barr. They were panel discussions led by staff and Commissioners of the HRC concerning Affirmative Action programs. Community people were panelists.

The California Council on Public Policy has received $900,000 from the National Endowment for the Humanities to allocate to various organizations and institutions in California. Projects developed by community organizations, agencies and/or institutions with input from academic humanists are eligible for consideration for funding.

Ms. Barr requested input from Commissioners Fine and Raab for the proposal, which would be submitted in October.

On the motion of Commissioner Raab, it was

****m/s/c that the HRC approve the development of a proposal for funding a series of television programs produced by the HRC in conjunction with the Department of Communication at Lincoln University.

SPECIAL APPOINTMENT COMMITTEE

Eduardo Sandoval, Chairperson

Commissioner Sandoval reported that Commissioners Fine, Mezey, Ganotise, and himself met at Grace Cathedral with representatives of the Gay community on July 2nd to establish criteria and procedures for selection.

On August 12th Commissioners Sandoval and Mezey met at the HRC office to select the three nominees for presentation to the HRC. After much deliberation, the following three people were selected as nominees; Rev. Charles W. Larsen, Larry Littlejohn, and Phyllis Lyon.

Commissioner Fine suggested that the three nominees serve a term of one year.

Commissioner Bartlett requested that "without prejudice" and without any doubt as to the excellent qualifications of the three nominees, he would like time to reflect upon the candidates as this was the first time the names had been submitted to the Commission as a whole. He reiterated that this was not to be construed as prejudicial in any way to the three nominees selected.

Commissioners Sandoval and Mezey gave a brief history of each of the nominees. Commissioner Mezey also stated that the many people who applied were very impressive.

With the special consent of the HRC, a member of the audience, Paul Hardman, Chairman of the Board of the Pride Foundation, was invited to speak. Mr. Hardman expressed that he personally felt that his understanding of the criteria developed for the selection of the nominees had not been followed.

Commissioner Wong suggested that for the HRC as a whole, the committee should come back with perhaps five names.

Commissioner Fine pointed out that the committee was charged with bringing three nominees to the HRC for approval.

Commissioner Sandoval stated that if the commissioners wish to have five, six, or seven names, they can refer the matter back to committee.

It was

****m/s/c that the matter be referred back to committee with the instructions to bring a report to the next HRC meeting presenting at least five candidates and their resumes.

Commissioner Mezey pointed out that the committee is not called Gay Advisory Committee in the ordinance but is described as an advisory committee comprised of three persons who are publicly identified with the homophile community, and that a requirement for membership is not that one be gay.

DIRECTOR'S REMARKS

Director Grant Mickins reported immense honor and pleasure to have the opportunity to perform the services of the HRC. He stated that he would like to review and reassess the work of the HRC with the commissioners and the staff. Many of the staff currently are on vacation but starting in September, Mr. Mickins will be able to meet individually with the staff and commissioners to draft some ideas concerning the work of the HRC. He stated that he would like to work for the best interests of all concerned. He mentioned he has had a very warm welcome from the staff. He also stated that he appreciates the support of the Commissioners in selecting him as Executive Secretary (Director).

Mr. Mickins also informed the HRC of the resolution of the Board of Supervisors to request layoffs or reductions in salary for those CETA workers who make over $10,000 yearly. This affects five positions at the HRC. By September 2nd, those who earn over $10,000 yearly will have their salaries cut to under $10,000 yearly, and will have to be reclassified. This brings up the problem of supervisory persons earning the same as those being supervised. The HRC is working with other City departments on this problem.

It was stated that staff member James Holley, Housing Specialist, has resigned to accept a position with the Phoenix Foundation.

Commissioner Mezey asked for a report on the status of the suit brought against the HRC on making the Fireman's Fund Affirmative Action Program public under the California Freedom of Information Act.

NEW MATTERS

Commissioner Heilbron announced that this would be his last meeting as his term expires shortly. He expressed that his association with the HRC has been very important to him and that he has been proud to be a part of a Commission that was established to represent and serve all peoples and all groups in the city.

Commissioner Fine stated that Commissioner Heilbron had made an outstanding and unusual contribution to the HRC and moved that an appropriate resolution be drafted expressing the profound appreciation of the HRC for the excellent service that Commissioner Heilbron has given.

Commissioner Sandoval stated that he has been extremely impressed by Commissioner Heilbron's qualities of courage and integrity.

It was

****m/s/c that the above resolution be drafted.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, September 11th at 9:15 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, October 2, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth and Education	Thursday, September 4, 1975 3:45 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Thursday, September 4, 1975 9 A.M. HRC Office - Room 509 1095 Market Street - San Francisco
Social Programs	To Be Announced
Police Liaison	To Be Announced

Respectfully submitted,

Grant Mickins
via
Carole Ellison

GM:CE:pa
8/26/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of September 11, 1975

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* *
* NEXT MEETING: September 25, 1975 *
* Thursday *
* *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* *
* NOTE: THIS MEETING WILL *
* START AT 9:15 A.M. *
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NOTE

See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

DOCUMENTS
SEP 25 1975
SAN FRANCISCO
PUBLIC LIBRARY

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Sister Mary Bernadette Giles, Earl Livermore, Curtis McClain, Eduardo Sandoval,

Excused: Rev. George Bedford, Ben L. Hom, Caryl Mezey, Earl Raab, Harvey Wong

Staff: Grant Mickins, Jack Casford, Med Claveria, Jo Daly, Carole Ellison, Wayne Redus, Gail Roberts

Pledge of Allegiance

Minutes of the Meeting of August 14, 1975 approved.

COMMUNICATIONS

- From Patricia M. Byrne, Assistant Executive Director, Newton (Mass) Human Rights Commission, advising of expansion of the former Newton Community Relations Commission into a Human Rights Commission, and asking that the HRC keep communication and information exchange open with them.

- From Howard A. Carver, Chairperson, Industrial Welfare Commission of California, inviting HRC recommendations for employer and employee representatives for wage boards to be appointed covering industries or occupations covered by the Orders of the Industrial Welfare Commission.

- From the San Francisco Retailers Community Relations Group, congratulating Mr. Mickins on his appointment as Director, and anticipating continuing cooperation with the HRC.

- From Eugene B. Block, Executive Director, Council for Civic Unity, inviting Director Mickins to a luncheon in his honor to be given by the Council on Wednesday, September 24th, at noon, One Eleven Restaurant, 121 Sutter Street. Dr. Robert Alioto, San Francisco's new Superintendent of Schools, also will be honored at this luncheon.

COMMITTEES

Youth and Education

Sister Mary Bernadette Giles and Co-Chairpersons

- Report on Meeting with Dr. Robert F. Alioto, Superintendent of Schools

The new Superintendent spent more than an hour (on only the second day of his assumption of his new office) to this discussion with the Committee.

-more-

Dr. Alioto was accompanied by Mr. Henry Marshall, Administrative Assistant to the Superintendent and former Director, Senior High Division, and by Mr. Junius Camp, Supervisor, Community Relations Unit, who is the new representative to the Committee from the Unified School District. Topics discussed included: Dr. Alioto's intention that maximum class size be honored and overcrowding avoided; minimum requirements for high school graduation involving evaluation during the movement from primary to senior high with transitional classes for those who are not meeting regular class requirements; to carrying-out of bilingual and multi-cultural programs as defined by the Board; the announcement that some 400 Vietnamese refugee children are enrolled in San Francisco public school, with relatively little success so far in recruiting teachers with Vietnamese language capabilities; and the effort by the Superintendent to see that Federal funds are used to their best advantage in the District including meeting guidelines so that funds will not have to be returned as has occurred in the past.

The new Superintendent's listed priorities were:

1. Reading, with strong efforts to assure providing all children with needed reading and reading skills

2. Vocational education and occupational preparation

3. "Mainstreaming", which means intergrating pupils enrolled in special education classes into those regular classes in which the pupil can succeed. In no way does this mean "dumping" pupils back into regular classes. The Committee has been interested during the past year in the in the Mainstream concept, which has already been incorporated into the District's Master Plan for Special Education.

Dr. Alioto has promised to return to the Committee in the future and offered to respond to any questions the Committee might have.

- Chairperson Medearis commented that in talks with educators recently in Athens, Greece, he learned that students during their high school years are tested after the second year in order to determine those areas where extra training is necessary before graduation.

- Commissioner Livermore said that Dr. Alioto had stated that City and State guidelines would apply in the hiring of persons to teach in multi-cultural and bilingual programs. Commissioner Livermore was concerned about the application of Federal guidelines and criteria.

- Special Appointment Committee Report - Recommendations on Gay Advisory Committee of the HRC - Commissioner Sandoval

In accordance with the ordinance voted this past June by the Board of Supervisors mandating the HRC to appoint an advisory committee from the Gay community to advise it on problems and concerns and issues in the Gay community, Commissioners Sandoval (chairperson), Fine, Ganotise, and Mezey met July 2nd with some twenty representatives of the Gay community to establish criteria and procedures for selection of this advisory committee. An open file was maintained at the HRC offices, notice was given through press releases to the community, and resumes, supportive letters, and nominations for committee positions were received for the Special Appointment Committee to use in making its recommendations.

On August 14th, the Committee made three nominations at the HRC meeting. After discussion, the HRC asked the Committee to return with at least five candidates on September 11th.

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The five candidates announced at this meeting were: Paul Hardman, the Rev. Charles W. Larsen, Larry Littlejohn, Phyllis Lyon, and Pat Norman.

Of these candidates, the Committee nominated three: the Rev. Larsen, Mr. Littlejohn, and Ms. Lyon.

The HRC was offered the option of using secret ballots if they chose to select from all five candidates, or voice vote if they chose to accept the recommendation of the Committee of the above three persons.

In ensuing discussion, the function of the advisory committee was defined as advising the HRC and its standing committees on policies, projects, and problems (such as housing, employment and other areas of discrimination) affecting the Gay community its term was set for one year, with re-appointment of successors by the chairperson of the Human Rights Commission.

- Commissioner Livermore commented that he hoped to see encouragement of participation by Gay representatives on other HRC committees, saying that he had been discouraged by the lack of involvement of Native American representatives in these committees after the inactivity of the Native American Advisory Committee.

- Randy Alfred (a member of the audience) of the Gay Freedom Day Committee, and Bay Area Gay Liberation, charged that the Special Appointment Committee nominees represented only the more conservative, better-established portion of the Gay community, and were not widely-representative.

It was

**** m/s/c unanimously that the HRC accept the nominees of the Special Appointment Committee, namely: the Rev. Larsen, Mr. Littlejohn, and Ms. Lyon as members of the advisory committee from the Gay community.

A member of the HRC will be appointed in the future to chair this advisory committee. Jo Daly will be HRC staff assistant to the committee.

Commissioner Fine reiterated that all meetings (save the two formal selection/nomination meetings) of the Special Appointment Committee were public, that public announcement was made in advance, that nominations were received from the Gay community with feedback from that community as well, and that full discussion had taken place at the HRC meeting of July 24th and August 14th.

EMPLOYMENT

C. Julian Bartlett and Alvin I. Fine, Co-Chairpersons

- Proposed Amendment to HRC Resolution Arab Boycott

Reaction to Arab nations' stated and threatened economic boycott of American firms doing business with Jewish companies or with Jewish employees in this country has in the past year evoked some legislative action. At one time such a move was begun at the San Francisco Board of Supervisors, initiated by Supervisor Quentin Kopp. The HRC on March 13, 1975, adopted a Resolution calling on the City to take steps to prevent the practice of some foreign investment groups requiring American business firms to discriminate in matters of employment on religious or ethnic grounds.

**** Action by the HRC on a proposed amendment to its March 13th Resolution was postponed pending anticipated passage of AB 2553 in the State Assembly, introduced by Assemblymen McCarthy and Roberti.

- Report on Assembly Bill 914, the Flexible-Time Employment Act - Wayne Redus

The HRC has been involved with the concept of flexible hours over the past few years. Along with part-time employment and the concept of job-sharing, the use of flexible hours in employment has been promoted as 1) an affirmative action technique, 2) progressive working conditions for everyone, and 3) a means to lower traffic congestion during peak periods. While the HRC has been concerned with all three points, it is the use of flexible hours as an affirmative action tool that has received the heaviest thrust. The use of flexible hours becomes an affirmative action tool if it is stressed as a way to open up job opportunities for women, especially minority women, who also have family responsibilities.

-more-

In March of 1974, the HRC took its first official action in this area by endorsing S2022 the Flexible Hours Employment Act, introduced by Senator John Tunney. The results of that action led to new or renewed interest in flexible hours by the Mayor's Office, the Civil Service Commission, various City departments, employee groups, and several community groups. Subsequently the Board of Supervisors has taken action by way of resolution in this area.

In February of 1975, Senator Tunney introduced the Part-Time Career Opportunity Act, with companion legislation introduced by Congresswomen Yvonne Braithwaite Burke. On May 22, 1975, the HRC endorsed both these Bills (S792 and HR 2305).

At its June and August meetings the Employment Committee considered Assembly Bill 914, introduced by State Assemblyman Bill Greene. AB914, known as the Flexible-Time Employment Act, would bring to State agencies legislation similar to what Federal agencies have been operating under for the past year.

The Committee in its discussion, however, reached the conclusion that flexible hours should be enacted in California by way of Executive Order and not through legislation. The Committee felt that the goal would be reached more effectively by this method. It was generally agreed upon that the HRC's concern for the use of flexible hours be outlined for the benefit of Assemblyman Greene, Governor Brown, the City and the general public.

It was

**** m/s/c that the HRC adopt Mr. Redus' report on the HRC's concern and involvement with the use of flexible hours.

- Status Report: Lawsuit brought by Women Organized for Employment versus the HRC - Wayne Redus

The HRC in 1974 made a commitment in negotiations with the Fireman's Fund-American Insurance Company not to make the Affirmative Action Agreement concluded with the company a public document. A WOE request to the HRC and its Employment Committee and its then Director to see this Affirmative Action document was denied by the HRC on basis of its commitment. The Employment Law Center was retained to seek legal relief for WOE. A legal request that WOE receive a temporary injunction permitting them to see the document while the issue was decided whether they should see the program was denied by the Court. The case will go to trial, and will be calendared in the Superior Court.

DIRECTOR'S REMARKS

- Comprehensive Employment Training Act (CETA) - It has been reported previously that some 250 of a total of 2,000 City employees (three presently with the HRC) hired under this federal jobs program, would be adversely affected by a Board of Supervisors directive that any City department employing a CETA person at a salary exceeding $10,000 annually would be required either to re-classify the person to a level below that level, or to terminate. The Board subsequently has directed that City departments can apply savings on salaries within their budgets to the CETA salary differences. Mr. Nickins noted that those affected were largely highly skilled professionals or supervisors, and that it would be unfair to insist they take pay cuts below $10,000. He pointed out that this directive was hard particularly on the HRC, which never has had more than 14 permanently-funded City positions (both professional and clerical). He said it was possible that the HRC could save two of its CETA positions, but not all. The five HRC positions have salaries only slightly more than $12,000. It is hoped that a means of resolving this problem would be reached at a meeting with the Board's Finance Committee.

-more-

- Police Minority Recruitment Program - This program recruited more than 1,000 candidates for the Police and Sheriff's departments over the past two years. This effort came about following a request to the HRC by the Officers for Justice and other community groups that it draft a proposal to recruit minorities for law enforcement jobs. The program ultimately was funded successfully by the Mayor's Council on Criminal Justice and has lasted two years. It has produced 450 minorities on a 700-person eligibility list, including women, who are prepared to enter the Police Department October 1st. Thirty women have been trained already at the Police Academy. The Board of Supervisors, however, has deleted some 100 positions from the Police Department in the aftermath of the Police and Fire Department strikes. This has discouraged those who had hoped the program would bring proportionate numbers of Black, Asian, and Latin persons into the Police Department. Since most of the minorities are at the lower end of the eligibility list, and since the courts made no provision for a "quotable" appointment policy for minorities, Mr. Mickins said it was feared that with only some 100 positions which can be filled, minorities may wait as long as three or four years for these positions.

This issue will come before the HRC's Police Liaison Committee and it will have a position to bring before the full HRC.

- Office Administrative Work ---Mr. Mickins has been meeting with members of the staff on administrative problems, and will very soon be moving into action on wider, community problems that are the HRC's mandate.

NEW MATTERS

- Commissioner Fine read the following proposed

RESOLUTION OF THE HUMAN RIGHTS COMMISSION
OF SAN FRANCISCO
IN COMMENDATION OF
COMMISSIONER LOUIS H. HEILBRON

WHEREAS, the Human Rights Commission, since September 24, 1969, has been enriched by the extensive experience and outstanding contributions of Louis H. Heilbron as a Commissioner, and

WHEREAS, Commissioner Louis H. Heilbron served energetically and expertly as chairperson of the Housing and Urban Development Committee, and as co-chairperson of the Youth & Education Committee, providing superb leadership and an articulate voice to express the goals of these two vital committees; and

WHEREAS, Commissioner Heilbron was called upon to chair the HRC as vice-chairperson many times, a task he did with tact and decisiveness, and

WHEREAS, Commissioner Heilbron has served in the past few months during a time of transition from one Director to another, as Acting Chairperson, and, more importantly, as the scrupulously conscientious chairperson of the Selection Committee, now, therefore,

BE IT RESOLVED that the Human Rights Commission express its regret that Louis H. Heilbron, after this long and dedicated service, has resigned because of his heavy commitments of service elsewhere to his community and his profession, and that the HRC express its collective and personal feelings of warmth and appreciation for his exceptional contributions to our joint efforts.

It was

***** m/s/c to adopt this Resolution of Commendation and forward it to former Commissioner Heilbron.

- Chairperson Medearis thanked his colleagues for their continuing their work while he was temporarily on leave from the HRC. He reviewed briefly his observations during his travels to Sweden, Israel, and Greece.

- Commissioner Livermore announced that for the past several years, Governor Reagan proclaimed the fourth Friday in September as American Indian Day in California. The Commissioner asked that this information be conveyed to the School District where, he said, there is not enough emphasis on Indian awareness. The observance will fall this year on September 26th. Commissioner Bartlett asked that he be sent notice of the date at Grace Cathedral.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, September 25th, at 9:15 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	NEW TIME:	Thursday, October 2, 1975 9:30 a.m. --the first Thursday instead of the third Thursday-- Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth and Education		Thursday, September 18, 1975 3:30 p.m. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development		To be announced
Social Programs		Monday, September 22, 1975 10:00 a.m. Room 509 HRC Office 1095 Market Street - San Francisco
Police Liaison		To be announced

Respectfully submitted,

Grant S. Mickins
via Jack Casford

GM:JC:pa
/16/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of September 25, 1975

NEXT MEETING: October 9, 1975
Thursday

Commission Room, Third Floor
Main Library, Civic Center

NOTE: THIS MEETING WILL START AT 9:15 A.M.

DOCUMENTS
OCT 10 1975
SAN FRANCISCO

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rabbi Alvin I. Fine (presiding), Rev. George Bedford, Joseph Garcia, Sister Mary Bernadette Giles, Harvey Wong

Excused: The Very Rev. C. Julian Bartlett, Mary O. Ganotise, Ben L. Hom, Earl Livermore, Curtis McClain, Rev. Victor L. Medearis, Caryl Mezey, Earl Raab, Eduardo Sandoval

The Commissioners expressed their dismay that only five Commissioners were present

Staff: Grant Mickins, Med Claveria, Carole Ellison, Wayne Redus, Gail Roberts

Pledge of Allegiance

Minutes of the Meeting of September 11, 1975 not approved because of lack of quorum.

- Commissioner Wong asked that the Minutes be sent out to the Commissioners earlier so that they may have the opportunity to go over them before the meeting.

COMMUNICATIONS

- From Susan J. Heller, Coordinator of the Commission on the Status of Women, asking that the Commission on the Status of Women be put on the HRC mailing list and that they be kept informed of any projects the HRC may undertake that would be of interest to or have an effect upon women.

- From Mrs. Victor Koltugin, Parents and Taxpayers, stating that in the Minutes of the HRC July 24th meeting, Commissioner Mezey stated that in the high schools at SFUSD there is a morning "Nutrition Break" during which students can obtain coffee, milk, and donuts. Mrs. Koltugin remarks that perhaps, in view of what is served, the correct term would be "Coffee Break".

- From Gail Roberts, HRC Coordinator, Community Organization, to Mrs. Victor Koltugin, Parents and Taxpayers, expressing thanks for her letter concerning the School Breakfast Program at SFUSD. Mrs. Roberts had received a letter from Richard Farrar, Acting Director of the SFUSD Cafeteria Division, stating that the Breakfast Program in the San Francisco Schools follows the Federal guidelines for an "especially needy" breakfast which contains milk, fruit or fruit juice, bread, and one ounce of protein served four out of five days.

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COMMITTEES

Youth and Education
Sister Mary Bernadette Giles, Chairperson

Operation of 1975 Summer Youth Program

Eunice Elton, Director, Office of Manpower, gave a report at the last Youth and Education meeting on the Summer Youth Program concerning the successes and difficulties in administering the program. There were 8400 youth employed for the summer. The total program cost was approximately $2,720,000. The problems encountered were that funds were not released until the last minute and the income criteria for those who could qualify for the program were unrealistic. The Office of Manpower is presently evaluating the program.

The Youth and Education Committee requested that two matters be considered for HRC adoption:

- A resolution commending the Office of Manpower and the Summer Youth Program for its yeoman efforts in the seemingly impossible task of operating a youth employment program for the summer of 1975.

- A letter of request to the Mayor to urge that additional staff be assigned to the Office of Manpower no later than January 1976 to ensure adequate advance planning for the 1976 Summer Youth Program.

*** In view of the fact that a quorum was not present, a letter was authorized to be sent to Eunice Elton at the Office of Manpower commending their efforts in the Summer Youth and Education Committee.

Commissioner Fine suggested that the letter be sent directly to Mayor Alioto by the Youth and Education Committee and, at the time a new Mayor is elected, a letter be sent to the new administration and contact be re-established.

Renewal of Basic Skills Project at Log Cabin Ranch, HRC Staff Investigation of Funding

Money has been appropriated through the California Council on Criminal Justice to San Francisco for young people released from Log Cabin Ranch and Juvenile Hall to make it possible for junior high students who are behind in their basic language and mathematics skills to spend one-half day at one of the three community centers: Booker T. Washington Community Center, Energy, and Centro Latino. Fifty young people were involved in this program last year.

The money for refunding the project for this year has not as yet been released. Two of the key people involved are Joseph Botka, San Francisco Chief Probation Officer, Juvenile Court, and Judy Provins, Office of Criminal Justice Planning in Sacramento. Letters have been sent to both of them with the expectation that the outstanding difficulties can be resolved and that the project can be refunded.

EMPLOYMENT
The Very Rev. C. Julian Bartlett and Rabbi Alvin I. Fine, Co-Chairpersons

Report on Status of Complaints Against Pacific Telephone & Telegraph Company--Wayne Redus, HRC Coordinator of Employment

In 1972, the HRC received a complaint by Don Jackson alleging that he could not be hired at PT&T because of its discriminatory policy which was at that time, "we do not knowingly hire or retain in employment, homosexuals". The HRC received an opinion from the City Attorney which indicated that HRC did not have jurisdiction over PT&T in this matter. The HRC was therefore unable to process the complaint. HRC did continue to meet with PT&T in an attempt to get the company to change its policy. PT&T did change its policy to say that the company does not hire people who, in their view, will cause problems involving customers and personnel. This includes, but is not limited to, any manifest homosexual. They also stated that employees would not be discharged solely for homosexuality.

The HRC subsequently received a complaint from the Pride Foundation, a California corporation active in Gay affairs. This complaint alleged that PT&T was not only in violation of the Nondiscrimination Ordinance because of stated policy but also because PT&T had voluntarily requested of the City that it be allowed to install and maintain telephones on public property. The HRC asked for an opinion from the City Attorney who then said that the HRC had jurisdiction in the performance of this particular contract.

The first two steps in the HRC rules of procedure have been completed: PT&T has been notified of the complaint; and the company has answered the complaint. The HRC is now at the third step, investigation. There are two possible outcomes of the investigation: staff may recommend that the Director make a finding; or staff may recommend that a show-cause hearing be held in which case a panel of three Commissioners would hear the case and make a finding. If this decision were appealed, it would then go before the full HRC minus the three Commissioners who participated in the show-cause hearing.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Bilingual City Election Workers and Recruitment Efforts

The HRC has been asked by the Economic Development Agency of the Office of the Mayor to assist in the recruitment and coordination of the hiring of bilingual people to act as judges and inspectors for the November 4, 1975 City elections. The 1975 Voter's Act, signed by President Ford on August 6, 1975, makes it law that any precinct with a minimum of 5% of a given minority group must offer the opportunity to have voter information in the native language of those residents. In San Francisco, the handbook and ballot will be printed in Spanish and Chinese and given to those who request it. Bilingual judges and inspectors are needed to assist those people who are non or limited-English speaking at the polls. There are 942 precincts in San Francisco and approximately half of those appear to have 5% or more minority residents. The HRC is contacting community groups in the recruitment of bilingual election officers. The deadline for recruitment is October 13, 1975.

DIRECTOR'S REMARKS

- Bilingual City Election Workers and Recruitment Efforts

The HRC Employment Recruiters are presently working on recruitment efforts to find bilingual people to serve as judges and inspectors on November 4, 1975. There will be requests through the media for people who can speak both English and any of the following: Spanish, Cantonese, Mandarin, or Tagalog. The inspectors will earn $37 for the day's work, the judges $29. This is an essential community service that needs to be performed.

- The Board of Supervisors has restored some positions to the police minority recruitment effort and these will be filled by women.

- Mr. Mickins stated that he is still working on the problems within the office and that he will continue to do so.

- Commissioner Fine asked Mr. Mickins to report on the Council for Civic Unity luncheon that was given September 24th in his honor along with Dr. Robert Alioto, Superintendent, SFUSD.

Mr. Mickins stated that the luncheon was attended by well over 100 people. The CCU membership is vitally interested in the HRC. Mr. Mickins related to the CCU that the HRC is in the process of developing new priorities and goals and reviewing old ones. Dean Bartlett attended the luncheon as a Commissioner representative.

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CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, October 9, 1975, at 9:15 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, October 2, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth and Education	Thursday, October 2, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	To be announced
Social Programs	To be announced
Police Liaison	Wednesday, October 1, 1975 4 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

Respectfully submitted,

Grant S. Mickins, III
via
Carole Ellison

GSM:CE:pa

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

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Minutes of the Meeting of October 9, 1975

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* NEXT MEETING: October 23, 1975 *
* Thursday *
* *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* *
* NOTE: THIS MEETING WILL *
* START AT 9:15 A.M. *
****

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Mary O. Ganotise, Sister Mary Bernadette Giles, Earl Livermore, Caryl Mezey, Edward Sandoval, Harvey Wong

Excused: Joseph Garcia, Ben L. Hom, Curtis McClain, Earl Raab

Staff: Grant Mickins, Frank Anderson, Jack Casford, Jo Daly, Med Claveria, Marilyn Morris, Gail Roberts

Pledge of Allegiance

Minutes of September 11th and 25th approved.

COMMUNICATIONS

- From former Commissioner Louis H. Heilbron, thanking the HRC, his "respected colleagues", for their Resolution of Commendation voted and sent to him September 11, 1975, on the occasion of his resignation from the HRC.

- From the Youth & Education Committee, a copy of a Resolution (read in full by Director Mickins) voted and presented to Grandvel Jackson on his retirement from the San Francisco Unified School District. Mr. Jackson formerly was a staff member of the HRC. HRC action concurring with this Resolution was deferred, by unanimous vote, to the Youth & Education portion of this Agenda.

- From Robert F. Alioto, Superintendent of Schools, responding to the HRC's inquiry regarding observance of American Indian Day on September 26th by the School District. Mr. Alioto reported that this year the occasion was marked by site observances at individual schools, with programs stressing American Indian heritage and a resurgence of vitality in that heritage. Staff, he reported, is exploring possibilities for next year of a district-wide program in which American Indian students would attend special programs highlighting American Indian contributions.

COMMITTEES

EMPLOYMENT
C. Julian Bartlett and Rabbi Alvin I. Fine-Co-Chairpersons

- Civil Service Complaints and Affirmative Action - Frank Anderson

Mr. Anderson, of the HRC Employment staff, reviewed the highlights of a comprehensive report on his work processing complaints during 1974 involving employment in the San Francisco Civil Service System. The full copy of this report is attached to these Minutes.

There was a 33.9% increase in the number of complaints that came to the

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HRC in 1974 over the 1973 figure, (158 in 1974, 118 in 1973). The increase, Mr. Anderson said, was caused in part by the national economic recession and unemployment, and in part by a wider community awareness of the HRC function in handling Civil Service employment complaints.

Eighty-five percent of the complaints brought to the HRC were settled satisfactorily through conciliation at the Civil Service administrative level, or were dismissed. Thus fewer than 15% of the CSC complaints resulted in formal hearings in 1974, compared with 25% in 1973.

Mr. Anderson stressed that the HRC's major purpose in its overall involvement with CSC and City departments in complaint cases is threefold:

- information to disadvantaged persons of their rights and assistance to them in dealing with the complexities of the Civil Service System.

- to solve or resolve the complaint fairly and satisfactorily

- to make recommendations to prevent the reoccurrence of the problem.

The third point, he said, is the key goal, and the HRC works to develop recommendations to remedy the specific discriminatory situation and help institute affirmative action.

Seventy percent of the 158 (1974) complaints were charges against the CSC or a City department alleging race as the basis, 20% claimed national origin, and 10% cited sex as the reason for unfair treatment.

Mr. Anderson cited a number of Civil Service Commission affirmative action developments, including: In-Service Program, Management Training Program, the State Career Opportunities Development Program,the H-2 Fire Officer and Q-2 Police Officer examinations and affirmative action under Law Enforcement Assistance Act grants from the Federal government.

Mr. Anderson commended the Civil Service Commission staff for its responsiveness to these and other complaints cases. Internal CSC procedures are clearer and more defined than formerly, he said, and generally the CSC is on what he called a "good course," making improvements and moving forward affirmatively.

The General Manager of the CSC has in the past, he said, invited the HRC to sit in on discussions of employment problems that involve its jurisdiction. Some City department heads are referring complaints directly to the HRC, some of which turn out not to be in its jurisdiction.

The HRC's affirmative action objectives in the future will be:

- To assure that only job-related and valid selection procedures are used, and to eliminate artificial barriers in the employment system.

- To use aggressive affirmative recruitment programs to reach disadvantaged groups in the City.

- To continue to involve City employees' unions and community organizations.

- To provide training and upward mobility programs for employees to enable them to overcome the effects of past discrimination and compete for higher-level positions.

Mr. Anderson was commended on the thoroughness of his report. The full copy of it is attached to these Minutes.

- Embarcadero Referral Service - Wayne Redus

Mr. Redus, HRC Coordinator of Employment, recalled that the Service is the outgrowth of HRC concerns for minority participation in Embarcadero Center employment that began in March of 1972. Meetings were initiated between HRC staff and representatives of the tenants and management of the high-rise Embarcadero Center office complex in the Financial District of San Francisco.

Mr. Redus introduced Tom Etling, president of the Embarcadero Referral Service (ERS) Board of Directors. The ERS basically is a minority and female

employment referral service to the tenants of the center, in a program worked out over this three-year period by the HRC, Center management, the U.S. Department of Housing and Urban Development, and the Redevelopment Agency. The Service is available to any participating employer in the City on a nonfee basis. Participating firm members are asked for annual contributions of from $300 to $2,500. Seventeen firms, both large and small, are now participating. The Service has raised some $30,000 -- $12,700 from member firms, $10,000 in the form of rent and services from the center, and $10,000 from the Mayor's Office of Manpower. The Service is incorporated and the first annual board meeting will be October 24th, at which by-laws will be voted, and board members officially elected.

*** Mr. Etling asked for HRC suggestions for appointment of an ex-officio minority community representative to the ERS board of directors. The Service office, which opened on October 3rd, said Mr. Etling, has as yet made no placements. He thanked the HRC for its past participation and continuing interest in this project.

Mr. Etling introduced the ERS Director, Ms. Eve Williams who at this date had been on the job only one week. She is in the process of setting up the office procedures, has met with various employers, has held an Open House for interested persons, and is contacting community organizations. Guidelines are being set up for internal and external operations. Ms. Williams said that she is determining the needs particular to each employer/tenant of the Center, and sees at this stage that she will need to do a lot of career counseling for employee applicants.

The ERS is located in Embarcadero Center #2 (the Levi Strauss Building) in Suite 203, telephone 397-1441, in the block bordered by Front, Davis, Sacramento and Clay streets.

- Commissioner Bartlett commented that the ECS is a pioneering program, and that the HRC can be proud of its part in establishing it. He recalled the initial great resistance and opposing attitudes that the HRC and its former Director, William Becker, encountered when the idea was first broached. It as an idea could be reproduced and expanded in the labor market, he said. He paid tribute to Mr. Becker's persistence in going ahead despite indifference and resistance to the concept. In the past few months, Mr. Redus said, meetings between tenants and HRC staff and others have been on a highly-cooperative note.

- Gay Advisory Committee to the HRC - Commissioner Sandoval

Commissioner Sandoval will act as chairperson to the Committee, with Jo Daly as staff, and its first meeting will be Monday, October 20th, at 10 A.M. at the HRC Offices, 1095 Market Street, Fifth Floor.

- Commissioner Fine suggested that reports from the Gay Advisory Committee be listed separately as agenda items for the HRC, rather than under the Employment Committee. In ensuing discussion,

it was

****m/s/c that Chairperson Medearis be asked to consider, and return with a recommendation to the full HRC on, the issue of whether the Board of Supervisors' action in requiring the HRC to set up this special committee can be considered a precedent.

This motion also was expanded to ask for a recommendation as well on the place of the Gay Advisory Committee in the internal structure of the HRC.

- Commissioner Bartlett emphasized that while the HRC was in agreement with the formal establishment of a Gay Advisory Committee, it was not in agreement with the procedure of the Board of Supervisors' structuring the internal make-up of the HRC in this manner.

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- Commissioner Mezey pointed out that the HRC is already on record in its official Minutes as having voted to establish a Gay Advisory Committee as a separate Standing Committee of the HRC.

YOUTH & EDUCATION
Sister Bernadette Giles
Co-Chairperson

- Alcoholism Prevention Peer Counseling Project; Start of Second Project Year - Marilyn Morris

The Alcoholism Prevention Among Adolescents Through Peer Counseling Project is being funded for the 1976 fiscal year through the Bureau of Alcoholism, San Francisco Department of Public Health, under provisions of Senate Bill 204, for $7,200. This will provide for a half-time Specialist I and four senior high school health aides working 10 hours per week. The health aides work within their schools, Balboa, Wilson, and Lowell High Schools, the latter having two students. In addition, one Neighborhood Youth Corp position at the HRC will be made available for a health aide. The Bureau of Alcoholism conducts staff training on alcohol information and techniques for giving an effective presentation.

In the first Project year, staff contacted approximately 8,470 pupils in its efforts to educate and to stop alcohol abuse. Some of the means used in the past and planned for the coming year include: 1. Creation of a youth publication, the "Bad" Newsletter, which carries articles on alcoholism. It is distributed to all secondary schools and youth-serving organizations in San Francisco; 2. one-to-one and small group contacts; 3. classroom presentations; 4. community organization presentations; and 5. posting information.

Measurement of the effectiveness (basic knowledge and attitude distributing changes) of the Alcoholism Peer Counseling Project will be made in the Fall and Spring of this school year.

- "Something Catchy," a program highlighting the HRC Alcoholism and VD Peer Counseling Programs, was broadcast Wednesday, October 8th at 6:30 P.M. on Channel 9, KQED Open Studio.

Ms. Morris introduced Edwin Stephens, of Wilson High School, one of the Project health aides, who recited a poem written by Ms. Chris Low, formerly a Project staff member. Ms. Low is working on a master's degree at San Jose State College. The poem recounted the experiences of an alcoholic, now 36 years of age, from his first use of alcohol.

Also introduced was Geraldine Lafleur, a health education student at San Francisco State University, doing her field work for credit at the HRC with this Project.

Ms. Morris responded to a number of questions, stating that:

1. There currently is no funding for the Venereal Disease Prevention Project which was conducted by an HRC youth staff so successfully in the past.

2. Part of the Alcoholism Prevention Peer Counseling work includes reference to the home and family life of young people, and how they might recognize alcoholic problems there. There is an organization called Ala-non, for youths whose parents and family are alcoholics or possible alcoholics and Alateen for youth with personal drinking problems.

- Recommendations for Educationally Handicapped and the Educable Mentally Handicapped Programs and Acceptance of HRC Status Report on Special Educational Services. - Commissioner Giles

Commissioner Giles reviewed the highlights from a comprehensive report done by the HRC staff on Programs for the Educationally Handicapped and the Educable Mentally Handicapped. This report in full is attached to these Minutes.

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She pointed out that the study was a follow-up of complaints to the HRC of alleged discriminatory referrals by Unified School District staff to these special classes in terms of over-representation of Black children in the classes. Commissioner Giles pointed out that in the 1974-1975 School Year, 71% of the students in the Educationally Handicapped pupils, Kindergarten through Twelth grade, were Black compared to 31.2% Black pupils in the total Elementary School enrollment.

The study was undertaken also because the HRC is mandated by its enabling Ordinance to deal with discrimination because of physical disability.

Commissioner Giles noted that Dr. Fern Kelly, Supervisor, Inservice Education of the School District, had been at the HRC earlier to respond to any questions about the programs, but had to leave to attend another meeting.

After amendment of Item 10 below, it was

**** m/s/c that the HRC adopt the following Recommendations for Educationally Handicapped and the Educable Mentally Handicapped Programs and accept the status report.

Human Rights Commission Recommendations for Educationally Handicapped and the Educable Mentally Handicapped Programs

1. The strong support of the Superintendent of Schools and the Master Plan for Special Education for "Mainstreaming" is commended. Special Education programs should be integrated into the regular schools system to the fullest extend compatible with the welfare of the pupils involved.

2. The Supervisor of Programs for the Educationally Handicapped is to be commended for the establishment of two two-stage procedures for EH Referral and Certification, which emphasizes intervention at the school site level prior to referral to the EH program. A report on the effectiveness of these procedures is requested when feasible.

3. The screening of any pupils currently enrolled in EH and EMH classes who were not thoroughly screened at the time of initial placement is urged.

4. The framework in which EH referrals are made should be investigated.

5. Schools and classroom teachers with a high number of referrals to EH classes should receive intensive in-service training, perhaps using the "hands on" method and the Teacher Learning Center method during released time.

6. The expanded emphasis on in-service training for teachers through ESEA Title VI Child Services Demonstration System is to be commended and its expansion is to be encouraged.

7. During an Instructional Planning Day at the school site level, teachers should discuss the kinds of classroom behavior which justify referrals to EH classes and alternate types of intervention.

8. There should be additional consideration for cultural and linguistic differences in the identification of the Educationally Handicapped and Educable Mentally Handicapped in the screening process by Special Educational Services.

9. The bilingual and/or bicultural capabilities of those screening for Special Education programs need to be increased by increasing bilingual and/or bicultural staff and perhaps by hiring bilingual and/or bicultural professional consultants.

10. The disproportionately high enrollment of Black pupils in EH and EMH classes strongly suggests that the criteria for referral to the programs should be re-examined. Steps already taken by the Supervisor, Programs for the Educationally Handicapped, appear headed in that direction.

11. The trend towards decreasing reliance on self-contained EH classes (SCC) in favor of Learning Disability Group classes (LDG) which operate on a pull-out basis from one to three periods per day is commended. SCC should be sharply limited and used only when the pupil cannot tolerate any LDG

class or other programs.

Adopted by HRC 10/9/75

- Renewal of Basic Skills Project; Status of Funding

The Youth and Education Committee, at its September 18th meeting, took two actions relating to the Renewal of the Basic Skills Project:

"m/s/c that the Youth and Education Committee express its concern to Joseph J. Botka, Chief Probation Officer, Juvenile Court, that the Basic Skills project has not been refunded for its second year. His personal involvement in expediting the refunding of the Basic Skills Project was urged.

"m/s/c that the Youth and Education Committee communicate its concern for the Basic Skills Project to Judy Provins, Office of Criminal Justice Planning in Sacramento."

Both letters were sent September 19th; copies were sent subsequently to the Commissioners and to the Committee. To date, a response has not been received from Judy Provins. The text of Mr. Botka's reply to Sister Bernadette is as follows:

"I wish to respond to your note of September 19, 1975, expressing your concern about the Basic Skills Project Second Year Funding.

Please rest assured that inasmuch as this is a Juvenile Court-sponsored project, we are fully aware of the status of this project and our own responsibilities to do whatever we can to get this project funded."

On September 26th, Gail Roberts of the HRC staff contacted Mr. Botka, to invite him to the October 2, 1975 meeting of the Youth and Education Committee; he declined the invitation as he felt that nothing would be gained by his appearance. Mr. Botka stated that the Basic Skills Project was, in fact, a program of the Juvenile Court and that they were certainly committed to this program.

Mr. Botka wrote Lucille Abrahamson, President of the Board of Education, requesting that the Basic Skills Project begin operating immediately, funded by the Board of Education, with the Juvenile Court reimbursing the District for the funds it expended as soon as the Project received its funds from the Office of Criminal Justice Planning. Mr. Botka received a letter from Dr. Lane DeLara, Associate Superintendent, Instruction, SFUSD, on September 26th responding to his letter to Mrs. Abrahamson. Dr. DeLara stated that the SFUSD was unable to honor his request because the Board of Education did not have the funds; they no longer had an undistributed reserve.

Mr. Botka, in discussing Sister Bernadette's September 19th letter on behalf of the Committee, stated the submittal of a Form 201 was not delaying the funding of the Project. He stated that this was an example of the miscommunication with the Office of Criminal Justice Planning. Form 201 is a report on quarterly expenditures. Because nonreceipt of the Form 201 is the most frequent reason that funding is delayed, OCJP staff evidently give that routinely as an answer for the delay in funding. Because the Basic Skills Project has yet to be funded for the second year, it has not been expending funds and, therefore, is not supposed to be submitting Form 201.

Mr. Botka communicated with Douglas Cummings of OCJP requesting an appointment any time from October 1st through October 10th to discuss the Basic Skills Project. The Juvenile Court staff offered to "walk through" the necessary paperwork in Sacramento if OCJP staff felt this would expedite funding; they were assured that it would. Therefore, Juvenile Court will "walk through" the Program in order to assure funding.

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Ms. Roberts offered the services of HRC staff to assist the Juvenile Court in revising their affirmative action plan if such assistance would be necessary.

Joseph Botka stated that he anticipates that the Basic Skills Project will be funded in the middle of November, 1975.

- Resolution of the Human Rights Commission in Commendation of Grandvel A. Jackson

It was

****m/s/c that the HRC, by adoption of this Resolution, concur in the Resolution which was adopted October 2nd by the Youth & Education Committee and presented to Mr. Jackson October 3rd at his retirement dinner.

DIRECTOR'S REMARKS

- Bilingual Election Aides Recruitment

HRC staff has worked in contacting community organizations to recruit applicants for election jobs with the City Registrar who speak and can translate in Spanish, Chinese (Mandarin and Cantonese), and Tagalog. Some 100 persons have been recruited, Mr. Mickins reported. A difficulty is that multi-lingual people in some communities are not citizens of the U.S. Commissioner Wong suggested the Economic Opportunity Council be contacted for this recruitment effort.

- Comprehensive Employment Training Act (CETA)

Three important Employment CETA staff positions at the HRC, crucial to its being able to carry on with its mandate under the Nondiscrimination Ordinance, are threatened by the cutback in CETA funding. The HRC's presentation asking retention of these jobs has been postponed one week by the Board of Supervisors' Finance Committee to October 15th.

- Two members of the HRC Recruitment Staff, Cole Lew, and Karen Yee, have resigned to resume college studies. Mr. Mickins paid tribute to them in absentia for their valuable contributions to the work of the HRC. Their positions will be filled in the near future.

- Discrimination Complaint Against the Pacific Telephone & Telegraph Company

This long-standing complaint was reviewed by Mr. Mickins after discussion with HRC staff and PT & T, and he moved to dismiss the complaint because of a number of procedural defects. A new complaint was filed on behalf of the complainant by the HRC, requiring an answer from PT & T which came on September 18th. Certain aspects of this reply require also an Opinion by the City Attorney on the jurisdiction of the HRC. In the near future the HRC will be starting the investigatory aspect of this case.

NEW MATTERS

- Commissioner Mezey asked that the following personal statement be included in the Minutes:

> "I recently was a member of a delegation of trade union members and officials and community members from the Bay Area who were guests of several trade unions in the Soviet Union. I was neither an official or unofficial representative of the Human Rights Commission nor was any part of my expenses provided by the HRC or the City and County of San Francisco."

- Jack Casford conveyed the greetings of Cornelius Wahl, a member of the HRC from 1965 to 1970, who was in the City recently for the AFL-CIO convention.

- Commissioner Medearis thanked fellow members of the HRC for their expressions of condolence on the recent death of his brother in Texas. He also reiterated the need of staff for active support in their work from Commissioners.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, October 23, 1975 at 9:15 A.M. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, November 13, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco Thursday, December 11, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, October 16, 1975 3:30 P.M. Thursday, October 30, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	To Be Announced
Social Programs	Tuesday, October 14, 1975 10 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, October 15, 1975 4 P.M. HRC Office, Room 509 1095 Market Street - San Francisco

Adjournment

Respectfully submitted,

W
Grant Mickins, III

via

Jack Casford

GM:JC:pa

Attachments - Civil Service Complaints and Affirmative Action
- Status Report Prepared by HRC Staff-Programs for the Educationally Handicapped and the Educable Mentally Handicapped-SFUSD.

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street, Suite #501
San Francisco, Ca. 94103
558-4901

Civil Service Complaints and Affirmative Action

By Frank Anderson

"I have an employment problem with the City" is a frequently-heard statement made by clients seeking the Human Rights Commission's assistance. When a citizen claims discrimination and/or unfair treatment in employment involving San Francisco Civil Service procedures, that person has recourse by filing a complaint with the Civil Service Commission. However, two-thirds of the people who contact the Human Rights Commission are unaware of the rights of protest and appeal. The one single activity which continues to take up a major part of my staff time is that of processing Civil Service complaints as compared to 118 complaints in 1973.

The 33.9% increase of complaints is due in part to the results of high unemployment caused by the recession, with an increase in persons applying for City jobs. Also, as the availability of this service becomes better known there is a natural increase in the case workload. The HRC's involvement with Civil Service is an administrative decision establishing CSC as a project priority because:

- The CSC is the largest employer in the City.

- HRC's affirmative action thrust is to effect institutional change in employment systems (i.e.CSC) that affect the livelihood of the disadvantaged in the City.

- The HRC as a City department is a part of the CSC system. We benefit from knowing the system under which we must operate.

Civil Service complaints come to the HRC via personal visits to the HRC (45%), telephone (35%) and by mail (20%). Professional referrals from community organizations account for approximately 42% of the cases received.

The first service provided a complainant is information, informing the complainant of his/her rights and what alternatives are available. The protests/appeals procedure allows any applicant to protest every aspect of the selection procedure, starting with the minimum requirements of the examination announcement; items on the examination, the scoring of the exam, the oral examination and the eligible list. If the CSC staff and/or Civil Service Commission rule against the individual, the applicant has the right to request reconsideration within a specific time frame.

The HRC complaint procedure format is designed to be simple and expeditious. The compainant answers (usually verbally) a set of standard questions which includes the name of the respondent, the date the alleged discrimination took place, and the facts surrounding the complaint. The purpose of the investigation is to validate the complainant's allegations. This procedure is accomplished through a formal contact with the respondent to ascertain the facts of the case as he/she regards them. Once both sides have been heard, a preliminary determination is made as to whether there is probable cause for discrimination; if there is none, the complaint will be closed and a "no cause" finding entered. If, however, the complaint seems to have a measure of validity, a vigorous program of conciliation is attempted with the respondent (i.e. CSC/a City department).

In many cases the respondent will cooperate fully and make some concession to the aggrieved party. In cases where the respondents are uncooperative, the complainant is assisted in formally requesting a Civil Service Commission hearing. The Civil Service Commission is the final hearing/appeal body, unless preempted by the counts.

The HRC investigative procedures have three major purposes:

(1) To inform disadvantaged persons of their rights and assist them with the complexities of the Civil Service system.

(2) To solve or resolve the complaint fairly and satisfactorily.

(3) To make recommendations to prevent the reoccurrence of the problem.

It is this latter point (#3) that is the key thrust to the HRC's overall involvement with CSC and City departments. Besides our responsibility to evaluate employment complaints and to assemble the evidence and statements from witnesses and other sources, our goal is to develop recommendations to remedy the specific discriminatory situation and help institute appropriate affirmative efforts to counteract discriminatory practices, and to determine when the complaint has been satisfactorily adjudicated. Remedies often include recommendations for policy adjustments via affirmative action programs and procedures. These employment complaints serve as a barometer to critical areas of the City's personnel system.

The rights of individuals who are unfairly affected by the system fall into three main categories:

1) Persons who have been excluded by discriminatory practices

2) Persons who have been discouraged from ever applying for a City job.

3) Persons already in the system but who have suffered in promotion, assignment, or lateral mobility because of discrimination.

Seventy percent of the 158 (1974) complaints were charges against the City (CSC/depts.) alleging race as the basis, twenty percent claimed national origin, and ten percent cited sex as reasons for unfair treatment. Oftentimes complaints alleging one specific form of discrimination, actually result in being something entirely different, warranting a miscellaneous category in the complaint's disposition. The principal complaint issues were:

1) Hiring - terms and conditions of employment, qualifications and testing.

2) In-Service Activities - promotion, seniority, training, job classification and benefits.

3) Supervision and Termination -

Over 50% of the HRC-CSC complaints are generated during the #1 of the above.

In 1974, fewer than 15% of the CSC complaints resulted in formal Civil Service Commission hearings, compared with 25% in 1973. Eighty-five percent of the complaints were satisfactorily adjudicated administratively during the conciliation process or dismissed without publicity. This basically means that nearly all the Human Rights Commission's Civil Service Commission complaints are conducted confidentially, in keeping with the spirit of the HRC Ordinance 12A, for constructive and discreet mediation, conciliation, and persuasion. The speedy co-operation of the CSC staff has made possible the settlement of many of these complaints. This is a marked improvement over the last reporting period. Generally speaking, the CSC staff is more responsive and internal procedures are clearer and more defined. Staff findings are better documented and made available more readily to HRC staff upon request. The HRC has not encountered any employment system that has been completely void of all unfair and discriminatory employment practices, nor is the San Francisco Civil Service system. However, Civil Service is on a good course, making improvements, and moving forward affirmatively.

Examples of Civil Service Affirmative action developments:

The In-Service Program, provides selected, no cost, college level training, for permanent employees seeking lateral or upward career mobility. There are no pre-entry requirements other than permanent status, and no regular written examinations are required. The program includes training for accountant,

eligibility worker, payroll clerk, senior clerk, and several typing and stenographic categories. All enrolles of this program were previously unqualified for the job categories to which they ultimately receive promotional appointments. The majority of candidates were minority employees.

The Management Training Program, was designed to focus on the upgrading of minority employees not previously qualified for management level appointment. The training group consisted of 16 minority candidates of the total 21 participants. Training at Golden Gate University was completed at the first of the year. Each candidate was awarded 24 semester unit credits of graduate study in all phases of public administration, and the opportunity to qualify for promotional management examinations.

The Civil Service Commission is also involved with the State of California Personnel Board in participating in the State Career Opportunities Development Program. The program is geared to train and place minority and disadvantaged persons in Civil Service positions through on-the job training. The program provides salaries via a state grant for trainees and qualifies trainees to participate in the regular Civil Service process. The program is being implemented in the Public Library and Sheriff Department.

The H-2 Fire Officer Examination, which has been before the Federal Court (WACO vs. ALIOTO) since 1970 was resolved in part during last year. The Court Order required that a list of eligibles be established without reference to the written test of June 9, 1973 and a one-to-one racial hiring quota was established. The Court further ordered a follow-up empirical validation study be made to ascertain whether the written test is indeed predictive of success on the job.

The Q-2 Police Officer Examination process has been reviewed by the Federal Court (Officers for Justice vs. Civil Service Commission). Each segment of the exam process has been under court order. The exam process was recently completed and lists are being established.

LEAA

The HRC has played an active role with Civil Service in developing affirmative action programs for City departments receiving Law Enforcement Assistance Act grants from the Federal government. LEAA has required the Municipal Court, Juvenile Probation, Adult Probation, District Attorney, Sheriff, Fire, Police, Superior Court and Public Defender to develop and implement affirmative action as a condition for future funding. This situation was critical at the first of the year due to failure of the City and delegate agencies to respond affirmatively to LEAA procedures. The situation has improved but is not resolved. The HRC, CSC and the Mayor's Office of Criminal Justice are working closely with recipient departments to meet LEAA requirements. It should be noted that the Nondiscrimination Ordinance 12B is not applicable to City departments and the Civil Service Commission.. The role of the HRC as a liaison-mediator between disadvantaged persons, City departments, external agencies, and the Civil Service system, is a necessary on-going function of the HRC in bridging the institutional gap between the disadvantaged communities and City government.

Based upon the complaint experiences of the past years, the HRC affirmative action thrust with the San Francisco Civil Service Commission will be:

1. To assure that only job-related and valid selection procedures are used and to eliminate artificial barriers in the employment system, in order to make it a truly "open system."

2. To use aggressive affirmative recruitment programs to reach disadvantaged groups in the City's population, so they may have an equal opportunity to compete for employment.

3. To continue to involve vested interest groups such as City employees' unions and community organizations in a more active commitment to

Civil Service affirmative action on an on-going basis.

4. To provide programs of upward mobility, including training programs, so employees will have the opportunity to overcome the effects of past discrimination and be able to compete for higher level positions.

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street, Suite #501
San Francisco, CA 94103
558-4901

PROGRAMS FOR THE EDUCATIONALLY HANDICAPPED AND THE EDUCABLE MENTALLY HANDICAPPED, San Francisco Unified School District

Status Report Prepared by HRC Staff, Accepted by the Human Rights Commission October 9, 1975

INTRODUCTION

Charges alleging racial discrimination because of the overrepresentation of Black pupils in classes for the Educable Mentally Handicapped and Educationally Handicapped were filed with the Human Rights Commission. In investigating this complaint, staff reported that the Black proportion in these classes was nearly double that for the public elementary schools as a whole for the 1974-75 school year. The reason for this overrepresentation is not clear, though it is undoubtedly complex.

The San Francisco Unified School District's Special Educational Services Division serves pupils with a wide range of problems. The programs offered are Aphasia, Aurally Handicapped, Autistic, Court Schools Diagnostic Reading, Educable Mentally Handicapped, Educationally Handicapped, Homebound, Hospitals, John L. Roberts Development Center for Handicapped Minors, Language/Speech, Multihandicapped, Orthopediatrical Handicapped, Programs for the Gifted. Reading Centers, Special Service Centers for Girls, Trainable Mentally Retarded, and Visually Handicapped.

The scope of the Human Rights Commission, because of the City Ordinance establishing its duties and powers, applies to eliminating prejudice and discrimination because of race, religion, color, ancestry, age, sex, sexual orientation, physical disability, or place of birth. "Physical disability" is defined in the Ordinance as "shall mean and include impairment of sight, hearing, or speech, or impairment of physical ability because of amputation or loss of function or coordination, or any other health impairment which requires special education or related services." Therefore, physical disability as well as alledged discriminatory treatment of Black children is within the scope and concern of the Human Rights Commission.

Educable Mentally Handicapped: San Francisco Unified School District Administrative Procedures for Placement of Pupils

Early School Experience

All of the children considered for screening to determine eligibility for the Educable Mentally Handicapped (EMH) program have been previously enrolled in the general education program. Factors that highlight a student as having learning difficulties include the following: unsatisfactory academic achievement as compared to grade level, poor grades in basic subjects, poor school adjustment, in adequate progress after remediation, inadequate reasoning ability, and parent recognition that learning difficulties are apparent.

Operational Procedures

1. Referrals for screening might be made by the parent or guardian, teachers, counselors, nurse, social worker, physician, etc.

2. Counselor confers with the parent regarding the student's learning problems and requests authorization for an individual psychological evaluation. The nature of this evaluation is explained to the parent and if the parent approves, signs a form giving permission to test.

3. Items gathered for an individual case study include the following: a. Educational history and school achievement including teacher reports; b. Social, cultural and economimc background information; c. Adaptive behavior or the child's ability to perform successfully in the social roles appropriate for sex and age. This information is gathered by a home visit and parent conference; d. Developmental history including information obtained via the parent to determine significant delays in development; e. Psychometric assessment; f. Peer relationships in the classroom and in home environment; g. Health

history specifically physical condition; h. Child's adjustments and feelings about himself; and i. Any other data pertinent to the case.

4. When all the information is ready, an on-site meeting is set up. The Screening Committee members are as follows: a. Principal or assistant principal; b. Counselor; c. Social Worker; d. School nurse; e. Psychologist; f. Teacher of EMH Class; Regular class teacher; and Special Education administrator. The parent of the child is also invited to the screening.

5. The Screening Committee reviews all the information carefully and recommends the best possible educational placement for the child.

6. If the committee recommends EMH placement, the group identifies specific methods, services, electives and what regular academic class integration seems possible.

7. If the committee denies eligibility, it will recommend other educational programs and/or services to benefit the child.

8. Following the Screening Committee meeting a member of the committee will meet with the parent to discuss the committee conclusions.

9. If the student is found to be eligible, the parent must consent in writing on a standard district form.

10. The student is then placed in an EMH class by the Supervisor.

11. An annual reevaluation of each student occurs each year to determine what changes have occurred, and what progress has been made, and additional services, if any, which may be needed.

The original placement of a child in an EMH program was due to the child's inability to progress normally in the regular program as demonstrated by a significant lag in achievement and in obtaining success. As the child in an EMH class begins to achieve and finds success, each teacher strives to return the child to a regular setting where he or she demonstrates the greatest strength. This degree of integration is gradually increased as the child progresses with back-up support from the special class teacher to the point where he or she may be returned full time as a regular student. It should be stated that many children are unable to cope with the academic demands and peer pressures which exist in regular classes and therefore find greater success with a special class teacher. Recommendations for partial or complete return to a regular setting are the result of action taken by the local admissions committee. The proportion of EMH pupils returned full time to a regular class setting ranges from three to five percent. Since all of the EMH classes are in regular school buildings, there are many inter-contacts during a school day. Some elementary EMH children are scheduled with regular children for as long as 40 - 50 minutes several times a week. In junior and senior high, all EMH students are programmed with regular students for a minimum of one hour each day. Most EMH students are integrated daily for longer periods up to three and four hours. High school students taking part in our work study programs also have close association with adults in their training placement for about two hours every day.

In most cases, there is no prior identification unless someone connected with the child such as parent, teacher, physician, etc. indicates that the child manifests significant learning or behavorial characteristics which would indicate abnormal development. Children that come to San Francisco Unified School District from programs such as St. Vincent DePaul Pre School or the Christian Growth and Development Centers have had some initial work-up which highlights a need for further information. Other direct referrals might eminate from the University of California Medical Center or Children's Hospital. Most children are enrolled in the regular kindergarten programs and proceed into first and second grade unless significant developmental lags become apparent. When children exhibit definite organic deficiencies upon enrollment, an investigation should occur. With the state legislation in effect as of the 1975-76 school year that requires a medical evaluation prior to first grade enrollment, another means of ascertaining whether special educational services may be necessary should result.

The School District does have a special education diagnostic unit whose primary responsibility is to evaluate severely handicapped youth and youth transferring into the District and have been identified as handicapped.

The John Roberts Development Center for handicapped minors works with very severely mentally and physically handicapped children.

Educationally Handicapped: San Francisco Unified School District Administrative Procedures for Placement of Pupils

There are two types of educational programs for Educationally Handicapped students in the San Francisco public schools. One type is the Learning Disability Group (LDG) which serves students on a pull-out basis from one to three periods a day. The rest of the day, the students are in regular classes or on a modified schedule. The second type of program is the self-contained class (SCC) which serves students for the entire day in the special classroom.

Students are transferred from Educationally Handicapped classes when a Review Committee certifies in writing: a) that the student has been remediated to the extent that he will be able to function adequately in the regular program or b) that the student is not benefiting from EH placement and that another kind of placement is needed. The Review Committee consists of the special education teacher, a Pupil Services Worker, and a school administrator as well as any other school personnel that may have pertinent information about the student. The number of students who transferred from EH classes to the regular school program for the 1974-75 school year was 140. Another 35 students left the EH Program due to graduation or transfer to another school district. Except for agency programs, the EH class (LDG) and self-contained) are housed in public school classrooms. Students usually participate in all entire school activities -- assemblies, lunch and yard activities. Students in LDG classes spend at least half of their school day in regular classes. Almost all students presently in the EH Program speak English well enough to function with an English speaking teacher. Nevertheless, where bilingualism might be a factor in test results, arrangements can be made for testing in the child's native language by a bilingual school psychologist. Psychologists are using the WISC-R in testing students. This revision was standardized partly with minority students. Effort is made to take into account cultural differences in compiling the case history. The Pupil Services Worker must secure the parents or guardian's consent in order to test the student. The parent also provides case history data to the worker. After the evaluation is completed and if a special placement is recommended, the worker then explains the nature of the special program to the parent or guardian. The student is placed in that special program only with the parent's consent. In most instances, EH classes are explained to the community usually on a school-by-school basis. This is usually a function of the EH teacher and school administrator with the help of Pupil Services Workers who may be at the site. EH classes are also explained to the public in various presentations to the Board of Education and to community organizations.

General Observations relating Educationally Handicapped and Educable Mentally Handicapped Pupils

1. Racial/Ethnic Distribution of Students
1974-75 School Year

Classes:	SS	OW	N/B	C	J	F	AI	ONW	Numbers Enrolled
EH (SCC) K-6 grades as of 12/8/74	6%	19%	71%	2%	6%	1.8%	-	-	168
EH (LDG) K-12 grades as of 12/8/74	12.8%	21.7%	59.3%	2.9%	3%	1.0%	.7%	1.2%	678
EMH K-12 grades as of 5/74	14.8%	15.6%	60.3%	4.3%	.2%	3.0%	.5%	.8%	628
Elementary Schools Enrollment as of 9/27/74	14.8%	24.9%	31.2%	14.1%	1.7%	8.9%	.4%	4.0%	34,623

Racial/Ethnic Distribution of
Certificated Personnel
1974-75 School Year

Classification:	SS	OW	N?B	C	J	F	AI	ONW	Number of Employees
pcial Education rvices Division chers	2.0%	88.0%	12.0%	2.6%	1.0%	2.0%	.2%	.2%	412
gnostic Reading	-	83.3%	-	-	16.6%	-	-	-	6
ding Centers	-	57%	43%	-	-	-	-	-	7
	1.8%	82.2%	12.0%	1.0%	1.0%	1.0%	-	1.0%	107
	-	77.6%	20.7%	1.7%	-	-	-	-	58
chologists and chometrists eening for cial Education	5.0%	82.5%	5.0%	5.0%	2.5%	-	-	-	40

3. The primary referrals to the EH and EMH programs come from the classroom teachers; three Black pupils are referred to every one child from all the other ethnic groups, including Other White, combined.

4. According to the Director of Pupils Services, the 12/13/74 Judge Peckham decision on the enrollment of Black children in Educationally Handicapped and Educable Mentally Handicapped classes effects mainly the assessment process for candidates for the EMH program who are Black. For Black candidates for the EMH program, the assessment relies on all previously used criteria other than for the administrations of individual IQ tests.

5. The recruitment of teachers for Special Educational Services is under the same financial restrictions and hiring freeze as for the School District as a whole; in addition, the District does not hire above the appropriate step in the salary to attract minorities and many minority group teachers have not taken the additional training required for Special Education certification.

6. The bilingual capabilities of the psychologists and psychometrists screening for Special Educational Services programs were reported by Pupil Services Director, Walter Phillips, to be 2 Chinese, 1 Japanese, and 2 Spanish speaking.

7. The 71% Black enrollment in self contained EH classes and 59.3% Black enrollment in Learning Disability Group classes are excessive in comparison with the 31.2% Black proportion of the elementary school population.

8. The 60.3% Black enrollment in EMH classes is excessive in comparison with the 31.2% Black proportion of the elementary school population.

9. Interim Procedure for EH Referral and Certification were circulated August 11, 1975 by Beatrice Lynch, Supervisor, Programs for the Educationally Handicapped. The two stage procedures are Stage I: Informal Assessment and Stage II: Formal Assessment. The informal procedure occurs at the school site level and requires parent's written permission, tests to determine reading and arithmetic achievement grade levels, educational assessment conference intervention, follow up testing after intervention, and then further evaluation. Intervention includes but is not limited to transfer to another teacher at the same grade level, use of elementary school counselor, intensive help by volunteers, paraprofessionals, or other staff while in the regular classroom, referral to ESEA Title I Compensatory Education classes which provides resource teachers for supplemental instruction while pupil remains in the regular classroom. There is no labeling of the child at this stage as EH. Formal assessment is for all pupils under consideration for EH Certification. To be considered for EH programs, the pupil shall exhibit one or more of the following specific learning disabilities: specific behavior disorder (not solely problem behavior), and serious emotional disturbance (psychiatric diagnosis needed).

0. ESEA Title VI Child Service Demonstration System has been funded to establish model centers within the San Francisco public schools, providing intensive in-service training for teachers including "hands on" experience where teachers can watch the methodology being used with children.

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OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of October 23, 1975

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* NEXT MEETING: November 6, 1975 *
* Thursday *
* *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* *
* **THE NOVEMBER MEETINGS ON THE 6th AND 20th *
* ARE THE FIRST AND THIRD THURSDAYS OF THE MONTH *
* *
* NOTE: THIS MEETING WILL START AT 9:15 A.M. *
****

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: The Very Rev. C. Julian Bartlett (presiding on the vote of Commissioners present), Rev. George Bedford, Sister Mary Bernadette Giles, Caryl Mezey, Darrell Salomon, Harvey Wong

Excused: Rabbi Alvin I. Fine, Mary O. Ganotise, Joseph Garcia, Ben L. Hom, Earl Livermore, Curtis McClain, Rev. Victor L. Medearis, Earl Raab, Edward Sandoval

THERE WAS NO QUORUM FOR THIS MEETING, AND NO FORMAL ACTIONS WERE VOTED.

Staff: Grant Mickins, Jack Casford, Med Claveria, Jo Daly, Carole Ellison, Jesse Martinez, Wayne Redus, Gail Roberts, Doug Yamamoto

Pledge of Allegiance

Approval of October 6, 1975 Minutes postponed due to lack of a Quorum

COMMUNICATIONS

- From Janice Holloway, Local Government Chairman, League of Women Voters of San Francisco, a questionnaire being sent to the heads of all Boards and Commissions of the City regarding eleven points of inquiry on the work and procedures of such agencies.

- From Raymond C. Pappert, Secretary, Joint Apprenticeship Committee, Graphic Arts International Union, Local 280, enclosing an Information Guide on how to apply for a number of apprentice lithographer and photoengraver positions.

- From Ms. Evelyn Eaton, designated observer to the HRC from the League of Women Voters, announcing her resignation from this position.

- To Ms. Eaton, a letter from Jack Casford of the HRC staff, on behalf of the HRC, expressing thanks to Ms. Eaton for her attendance and her interest in the HRC. Director Mickins expressed the regret of the HRC in losing Ms. Eaton's assistance, and the hope that the League would name another observer.

- From J. B. Fottrell, District Manager-Employment, The Pacific Telephone and Telegraph Company, offering his assistance in any inquiries the HRC Director or Coordinator of Employment might have as a follow-up to a luncheon meeting with himself and Mr. Martin Kaplan. Director Mickins noted that Mr. Fottrell replaces Mr. Kaplan as the liaison man between Pacific Telephone and the HRC, whose relationship has been long-standing in dealing with employment and other issues.

- From John H. Tolan, Jr., Deputy for Development, Office of the Mayor, announcing a meeting on November 17th in the Commissioner's Conference Room of the Main Library to discuss development and availability of an orthophotographic map of San Francisco.

Acting Chairperson Bartlett formally welcomed new Commissioner Darrell Salomon to his service on the Human Rights Commission. Mr. Salomon responded saying he intended to study the work of the HRC carefully in the near future, and that he took his role on the HRC very seriously. He expressed particular interest in the workings of the Youth & Education and Police Liaison Committees. The HRC, he said, is the "cutting edge" of most of what is truly significant in terms of maintaining and improving the quality of life in the City.

Dean Bartlett also welcomed anew Commissioners Garcia, Giles, and Mezey, who were re-appointed. Mayor Alioto formally swore in these four Commissioners in ceremonies in his offices on October 22nd.

COMMITTEES

YOUTH AND EDUCATION
Sister Bernadette Giles, Co-Chairperson

- Status of Bilingual Office Programs

The Committee recently heard a report from Mr. Raymond Del Portillo, Director, Bilingual Education, Mr. Elmer Gallegos, Supervisor, Bilingual Education, and Dr. Sofia Prucendiado, Supervisor, Bilingual Education. Mr. Wellington Chew, the remaining Supervisor, was ill. Mr. Victor Low, ESAA-AB 2284 Project Manager, SFUSD, a member of the Committee was also present and commented. Commissioner Giles recalled the active role and interest of the HRC in the bilingual issue before the Master Plan was developed and adopted, and the special community meeting the HRC held for public input. This School District status report had been requested by the HRC during the implementation phase of the Master Plan. The Committee has learned that there is more money appropriated for the program this school year (1975-1976), more teachers recruited, more students are enrolled, and that administrative staff has been reorganized and is being better utilized. Needs at present include adequate space for housing equipment and office and work areas, and means for duplicating and disseminating the bilingual materials.

Mr. Del Portillo is doing a critique of the draft of the HRC staff report on Bilingual Education.

Four positions are now being advertised by the School District in the Bilingual Program: a Samoan traveling teacher, a Filipino bilingual/bicultural teacher, a secondary Spanish bilingual/bicultural classroom teacher, and a staff development specialist.

Commissioner Giles said it was the finding of the Committee that the School District is aggressively implementing a Bilingual Program.

- Impact of and Services For Newly-Arriving Southeast Asian Pupils

An unforeseen crisis, i.e. the sudden influx of numbers of Vietnamese and Cambodian children who arrived after the end of the war in Vietnam, has resulted in more than 400 students being entered in City public schools. Their special difficulty is that virtually all are either non-English-speaking, or have very limited English ability. The main problem is finding qualified teachers who are Vietnamese-speaking. Myrna Tsukamoto, Administrative Assistant to the Superintendent, is heading the Southeast Asian Education Program for the SFUSD. The Vietnamese students are not concentrated in any one section of the City, hence the need for their instruction exists in many schools throughout the City. The Federal Government is being asked through legislation to provide funds to help in this program. More children are expected to continue coming into the School District in the next few weeks, as families are relocated from the Federal camps such as Pendleton.

-more-

On the subject of finding persons technically qualified (college graduate, experience, educational documentation), Commissioner Bartlett commented that it was a case of governmental red tape impeding meeting the needs of people, and he wondered if the HRC couldn't take an interest in this problem, perhaps pushing for a temporary program capitalizing on community resource people who, while competent to aid in the teaching of Vietnamese children, might not meet the technical requirements.

**** Commissioner Bartlett asked the Committee for follow-up on this aspect and a report back to the HRC on the status of this teacher search.

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Recommended HRC Policy Statement on the Physically Disabled and Report on City Laws, Facilities, and Organizations Concerned with the Physically Disabled - Carole Ellison

Copies of Ms. Ellison's report and the recommended HRC policy statement were provided in advance to the HRC members. Physical Disability was added to the provisions covered in the HRC's enabling ordinance, Chapter 12A, of the City Administrative Code, in August of 1974, defined as "impairment of sight, hearing, or speech, or impairment of physical ability because of amputation or loss of function or coodination, or any other health impairment which requires special education or related services."

Ms. Ellison reviewed the Federal laws of 1968 and 1970 requiring respectively "ready access" for disabled persons to buildings financed with Federal money, and making it national policy that elderly and handicapped persons have the same rights as others to use mass transportation facilities and services.

State laws are under the Fair Employment Practice Act regarding employment, requirements for rapid transit equipment or structures to be built so that handicapped persons have access, and granting powers of a housing authority to the Departments of Corrections, Health, Rehabilitation and Youth Authority to provide low-rent housing for specified persons having out-patient status not financially able to provide housing for themselves or dependents.

Prime governmental and agency structures in this field include: the Social Security Administration, which administers two forms of financial assistance, Supplemental Security Income and the State Supplementary Program; the State Department of Rehabilitation, responsible for vocational rehabilitation programs and advocacy for the physically disabled; the Department of Social Services, providing social workers and Chore Service and Placement Service; the California Association of the Physically Handicapped, and the California League for the Handicapped, Inc.,

Locally are:

- the Coalition for the Removal of Architectural Barriers (CRAB), a citizens' (nongovernmental) advocacy group. Presently this group is drafting an Omnibus Civil Rights Bill to be brought to the Board of Supervisors.

- United Cerebral Palsy Association of San Francisco.
- the Mayor's Committee on Employment of the Handicapped.

Ms. Ellison said the major problems affecting the physically disabled are:

- transportation--access to street cars and buses
- housing--access to buildings and to low-income housing
- employment--blatant discrimination, and access to transportation and buildings.

Ms. Ellison pointed out that the City Civil Service Commission policy on hiring the physically disabled is that if the person has the requirements for the job and passes the testing procedure, he or she is examined by a Department of Public Health physician who makes the decision as to the person's physical fitness for the position.

-more-

The Social Programs Committee already has reported on the presentation in April of 1975 by Ray Uzeta, President of the California Association of the Physically Handicapped.

An Ad Hoc Committee on Housing for the Developmentally Disabled and the Physically Handicapped is working to get 300 units of public housing in the City allocated to the physically disabled.

Ms. Ellison reported that,in a 1970 census, there were 49,779 handicapped people in San Francisco. Among the physically disabled, she said, 70% are unemployed. She was asked to determine if possible what percent are unemployable.

Possible HRC involvement in the following problems of the physically disabled were suggested:

- CRAB and the Muni platform accessibility issue
- Need for an intermediary between City agencies and community groups
- Support for groups seeking the removal of architectural barriers
- Support for low-rent housing for the physically disabled
- Investigation of complaints of discrimination in employment based on physical disability

Ms. Ellison noted that the HRC's Nondiscrimination Ordinance, Section 12B. of the Administrative Code, does not as of now contain the physically disability provision.

Following Ms. Ellison's report, Commissioner Wong read the Recommended Policy Statement Regarding the Physically Disabled in full.

Mr. John L. Darby, Executive Director, Hearing Society for the Bay Area, Inc. addressed the HRC briefly. He suggested that the Recommended Policy Statement be altered to include the full definition of the physically disabled as it stands in the HRC's Ordinance Chapter 12A. This would include what Mr. Darby called developmental disabilities as well as physical disabilities, blindness, deafness, etc. With this alteration, Mr. Darby said the Hearing Society would endorse the Policy Statement.

Mr. Jack Gorey, Project Director, Alcohol Project for the Deaf, addressed the HRC. He provided copies of letters he wrote to a Presiding Judge of the Municipal Court, outlining the Alcohol Project and pertaining specially to procedure Mr. Gorey witnessed in a Municipal Court case in June involving a deaf litigant, and asking for comments. Mr. Gorey said he personally had been in eight court appearances involving the sentencing of deaf litigants, and in no case had a deaf interpreter been called. He did say the Own Recognizance project does call on deaf interpreters. The judge's reply also was provided by Mr. Gorey, who said he was unable to obtain an interview to discuss his complaints about handling of cases involving the deaf and the mute. Mr. Gorey also said that the City is resistant to admitting a deaf person to any of the alcoholic programs do not call on deaf interpreters to assist in treating the patient.

Mr. Darby said that there are some 2,000 deaf persons who require some kind of manual communication (sign language) in the City, and another 6,000 or 7,000 with varying degrees of hearing disabilities, with varying abilities to communicate.

Mr. Darby referred to a 1968 report by Gail Roberts on Interpreter Services.

**** At the suggestion of Commissioner Salomon, staff was asked to send copies of this report to the Commissioners. Commissioner Bartlett also suggested that other attorneys on the HRC join with Commissioner Salomon in looking further into the issues raised by Mr. Gorey regarding court procedures in cases involving the deaf and/or mute. Commissioner Salomon asked for more details on how widespread these alleged faulty procedures are.

Mr. Paul Goodlatow, a member of a number of organizations for the physically disabled, also addressed the HRC, referring to job discrimination, lack of accessible low-rent housing, and lack of accessibility to public transportation.

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Mr. William Ridenhour, Administrative Assistant, United Cerebral Palsy Association of San Francisco, suggested that the HRC appoint a Task Force, consisting primarily of persons from the physically disabled community, to study, investigate, make recommendations, and hold public hearings on issues of concern to the physically disabled. He pinpointe problem areas such as accessibility to educational and public buildings, discriminatory hiring practices, and accessibility to private businesses (restaurants, stores, etc.). Mr. Ridenhour also suggested attempting to secure the appointment of "representative numbers to the HRC who are physically handicapped."

**** Commissioner Wong said the Social Programs Committee will bring the Recommended Policy Statement back to the HRC, with the changes recommended by Mr. Darby, for a vote at the November 6th meeting.

POLICY LIAISON
Earl Raab, Chairperson

- Request by the various Police Department Associations to the HRC for Assistance in Clarifying Propositions R, S, Q and P.

Jesse Martinez, HRC staff for the Police Liaison Committee, stated that the Police Officers Association and the San Francisco Planning and Urban Renewal Association each has sent a representative to today's meeting for a discussion of their respective stands (which are opposing ones) on these four Propositions on the City ballot for November 4th. These Propositions and these positions have already been the subject of a long Police Liaison Committee meeting, and sought today was a declaration of concern from the HRC directed to the general public on possible ramifications of passage of or defeat of these Propositions.

Mr. Michael S. McGill, Associate Director of SPUR, spoke to the HRC in detail on these Propositions, giving a resume of the positions of his organization, a nonprofit citizens' group of some 1,200 members. A printed SPUR Report newsletter, an analysis of of Propositions B, N, O, P. Q, R and S, was provided in advance to the HRC. Mr. McGill said that three main aspects of citizen action on these Propositons are posed:

1. The question of the costs involved if they are or are not passed.
2. The principles involved (City pay structure, the right of public employees to strike, etc.)
3. The impact on the voters

Mr. McGill said SPUR believes reform of the City's pay structure is essential, and he referred to SB 4, which is "given a good chance of passage" in the State Legislature next year regarding public employees' collective bargaining rights.

Mr. McGill urged that voters study the upcoming Propositions with great care.

He charged that a number of unfair campaign tactics are being used currently, including abuses of regulations covering where signs are posted, abuses in the language used on these signs, and telephoned physical threats to certain SPUR members.

There followed considerable discussion on a number of the points Mr. McGill had made.

Officer Al Benner, Police Officers Association, and a member of the HRC Police Liaison Committee, said he agreed with Mr. McGill in that intimidation of any kind is reprehensible in this or any other campaign. Mr. Benner reviewed his organization's points of view on the Propositions. He compared pay and benefits provided in the other major California cities with those provided in San Francisco. He said that he felt that a major issue was establishing an equitable pay structure, and that collective bargaining would help both sides deal in facts not power.

- Commissioner Mezey commented that it is not within the realm of the HRC's expertise to take positions on these Propositions, but she felt the HRC should be concerned on the charges of unfair campaign practices, whether threats to individuals or inflammatory speech-making against the Police Department, etc.

- Commissioner Salomon concurred with Commissioner Mezey's statement, and said that the HRC, in his opinion, has a real obligation to inquire into and take steps to insure the protection of the human rights of police officers, such as the right to speak out on public issues, or in procedures of discipline or suspension.

The Propositions discussed at this meeting were:

Proposition R

Ordinance to make police and fire fighters' strikes illegal and to provide collective bargaining and binding arbitration on their compensation, not to exceed the highest rate paid in other major California cities.

Proposition S

Declaration of Policy: San Francisco favors paying her police and fire fighters as much as their counterparts are paid by Los Angeles, San Diego, San Jose, Oakland, Long Beach or any one of these cities.

Proposition O

Shall police officers or firemen who strike against the City and County be subjected to dismissal for such action?

Proposition P

Shall the rates of compensation for police officers and firemen be equal to the average wages paid to their counterparts in California cities of 350,000 population or over?

EMPLOYMENT
Very Rev. C. Julian Bartlett & Rabbi Alvin I. Fine, Co-Chairpersons

- Ethnic City Workforce Survey Report --Postponed

GAY ADVISORY
Eduardo Sandoval, Chairperson

- Committee Report - Jo Daly

The Committee met October 20th. It was agreed to schedule (final dates not yet set but approximately the first week of December) three public meetings in three San Francisco neighborhoods: Castro/Market on a Saturday morning, Polk Street area on a weekday evening, and downtown business area on a weekday at noon. The purpose of the meetings is to determine what problems the community feels the Committee should address itself to.

Also discussed was the statement of the Police Department regarding the fitness of gay people for police work. Officer Ray Carlson, liaison to the gay community, will be invited to the next Committee meeting. It will ask to work with the HRC's Police Liaison and Employment committees on this issue.

The next meeting of the Gay Advisory Committee will be Tuesday, October 28th at noon at the HRC offices, 1095 Market Street, Fifth Floor.

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DIRECTOR'S REMARKS

- Three staff positions under the Comprehensive Employment Training Act have been in jeopardy because of Board of Supervisors' decisions to cut back in classifications and pay scale (to Staff Aide, at less than $10,000 annual salary). The Finance Committee has authorized two of the positions at their previous scale and it is hoped to find funding to keep the third at its present level. The staff people affected have worked with the HRC in affirmative action and recruiting for between two and four years.

- The HRC continues to assist the Registrar of Voters in referring bilingual applicants for election judges and inspectors for the November 4th election.

NEW MATTERS

- Youth & Education Committee Recommended Letter to Board of Education Regarding Its Recent Action on the Superintendent's Administrative Appointment Nominees.

The Youth and Education Committee at its October 16th meeting adopted a resolution requesting that the Human Rights Commission at its October 23rd meeting express its concern to the Board of Education regarding its handling of administrative appointments.

The proposed wording is as follows:

> "The Human Rights Commission, on the recommendation of its Youth and Education Committee, expresses its concern to the Board of Education regarding its handling of administrative appointments. The persons nominated to the administrative positions at the October 14th meeting of the Board of Education were symbolic to many within the community who were seeking leadership and new direction by the school District. The failure to confirm these appointments was tragic to many.
>
> Dr. Alioto indicated during the discussion of the nominees on October 14th, that he had accepted the Superintendency with the assurance that he would be permitted by the Board of Education to administer and that this included being able to make key administrative appointments. If this assurance was, in fact, made to the Superintendent, then the Commissioners of the Board of Education should adhere to this commitment.
>
> HRC requests an explanation for the action of a majority of the Commissioners of the Board of Education."

- Commissioner Giles stated that her great disappointment that the lack of a Quorum prevented the HRC taking action on this vital and critical community issue.

Due to the lack of a Quorum, the HRC could take no formal action approving the sending of this letter, but Acting Chairperson Bartlett said individual members of the HRC could be informed of the issue and that they could write individual letters expressing their concern.

REMARKS FROM THE AUDIENCE

Mr. Grandvel Jackson, recently-retired member of the School District Community Relations Department, addressed the HRC.

Mr. Jackson, an original member of the HRC staff, thanked the HRC for its Resolution commending him on his retirement.

Regarding the issue over the Board action on the Superintendent's administrative appointments, Mr. Jackson said it was his opinion that the proposed letter from the HRC was not enough in this case, and that the HRC has the ability, the authority, and the obligation to enter into negotiations with a City agency which it feels has not carried out its obligations to fair practices. He said this issue is a very important one that has surfaced because of one incident (the Board vote to reject four of five of Superintendent Alioto's administrative appointees). He said Black people are upset

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over this issue, and he called on the HRC to meet with the Superintendent and members of the Board to try to resolve it.

**** There was considerable discussion between Commissioners and Mr. Jackson and staff on this issue, after which it was decided by those present that staff and members of the Youth & Education Committee and Commissioners initiate "quiet negotiations" with Board members to convey the HRC's deep concern for resolution of this critical situation.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, November 6, 1975 at 9:15 A.M. in the Commission Room of the Main Library. This is the first rather than the second Thursday of the month. November and December HRC meetings will be the first and third Thursday of each month, rather than the regular second and fourth Thursday meeting, because of Thursday holiday conflicts in these months. The meetings will be November 6th, November 20th, December 4th and December 18th.

STANDING COMMITTEES

Employment	Thursday, November 13, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, October 30, 1975 3:30 P.M. Thursday, November 13, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Thursday, November 13, 1975 9 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Social Programs	Tuesday, November 18, 1975 10 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, November 5, 1975 4 P.M. HRC Office, Room 509 1095 Market Street - San Francisco
Gay Advisory	Tuesday, October 28, 1975 12 p.m. HRC Office, Room 509 1095 Market Street - San Francisco

Adjournment

Respectfully submitted,

Grant S. Mickins, III
via
Jack Casford

GSM:JC:pa
10-28-75

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of November 6, 1975

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*
* NEXT MEETING: November 20,1975 *
* Thursday *
*
* Commission Room, Third Floor *
* Main Library, Civic Center *
*
* NOTE: THIS MEETING WILL *
* START AT 9:15 A.M. *
*
****

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

COMMISSIONERS

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Joseph R. Garcia, Sister Mary Bernadette Giles, Curtis Mc Clain,Harvey Wong, Caryl Mezey, Darrell J. Salomon.

Excused: Mary O. Ganotise, Ben L. Hom, Earl Livermore, Earl Raab, Eduardo Sandoval.

Staff: Grant S. Mickins, Jack Casford, Med Claveria, Carole Ellison, Daniel Miranda, Wayne Redus, Gail Roberts.

Pledge of Allegiance

Minutes of October 9th and 23rd approved.

COMMUNICATIONS

- From Carole J. Lee, Director, Center for Southeast Asian Refugee Resettlement, enlisting the support of the HRC for programs and projects which will help refugees to become productive, contributing members of the San Francisco community. The center is financed through the Zellerbach and Van Loben Sels Foundations, the Mayor's Office of Manpower, and the Bank of America. It is at 2209 Van Ness Avenue, San Francisco, 673-3250.

- From Lane E. De Lara, Associate Superintendent, Office of Instructional Services, San Francisco Unified School District, acknowledging that Dr. Fern Kelly and Ray Del Portillo would be available for a discussion of the SFUSD's multi-culture programs at a subsequent Youth & Education Committee meeting.

- From U.S. Congressman Marvin L. Esch, (2nd District, Michigan), copies of his proposal to revise the Comprenhensive Employment and Training Act (CETA).

- From Ward Minchin, Senior Apprenticeshin Consultant for the State Department of Industrial Relations, Division of Apprenticeship Standards, a letter to Commissioner Salomon, forwarded by him to Director Mickins, suggesting that the HRC develop a coordinated program with San Francisco schools and the downtown financial and business community to hire and train young graduates, many of whom are minorities.

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- From Gilbert H. Boreman, Clerk of the Board of Supervisors, a memorandum sent to all City department heads relative to the procedure for treatment of citizen complaints. Mr. Boreman asked for all department heads to report in writing on their procedures and forms used in dealing with citizen complaints as well as an outline of follow-up mechanisms. This is to assist the Governmental Services Committee of the Board in its investigation of how citizen complaints and requests for assistance are handled by City departments.

- From Chairperson Medearis, informing Commissioner Salomon formally of his appointment as co-chairperson of the Youth & Education and Police Liaison Committees.

- From Mayor Joseph L. Alioto, urging participation by HRC employees with all departments of the City in the U.S. Savings Bonds program.

COMMITTEES

SOCIAL PROGRAMS
Harvey Wong, Chairperson

- Recommended Policy Statement Regarding the Physically Disabled.

This issue was continued from the HRC October 23rd meeting. The Policy Statement as recommended and encompassing the suggestions of representatives of the physically disabled community made at the October 23rd meeting, was read in full by Jack Casford, of the HRC staff.

It was

******m/s/c that the HRC adopt the Policy Statement Regarding the Physically Disabled. The Policy Statement in full is attached to these Minutes.

It was reported, in answer to Commissioner Bartlett's inquiry, that the Social Programs Committee will hear from physically disabled spokespersons at its meeting on November 18th, and that it proposed the Policy Statement as a means of focusing more public attention on this area of HRC concern.

YOUTH AND EDUCATION
Sister Bernadette Giles & Darrell J. Salomon,
Co-chairpersons

- Request for Endorsement of S. 2145, (Cranston) re: Southeast Asian Refugees.

This bill, which passed the U.S. Senate October 29th and is awaiting assignment to a House of Representatives Committee, would provide short-term Federal financial assistance to states in order to assist local education-all agencies in providing public education for Vietnamese and Cambodian refugee children. The program for this fiscal year would pay the average cost of providing the regular education programs for each refugee child plus $300 per child to repay, in part, the excess costs of bilingual education, tutorial assistance, and similar requirements.

It is estimated that at the present time San Francisco public schools have more than 400 Vietnamese and Cambodian children who require special assistance, with some 20 such children in parochial Roman Catholic schools. It is expected these numbers will increase as Camp Pendleton is phased out and the refugees resettled in the state.

- Commissioner Bartlett expressed his concern that the HRC not take endorsement stands on legislation without consideration of the fiscal aspects, i.e. "where the money is going to come from." He suggested that the endorsement contain reference to the fund sources.

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The Committee was asking the HRC to endorse S. 2145 with an amendment requesting designating a portion of the funds for nonprofit community organizations serving Indochina refugee children.

Commissioner Salomon asked that staff provide copies of all legislation to be considered in advance to Commissioners. A copy of S. 2145 was sent to him in advance of this meeting, however, he acknowledged. Commissioner Salomon said he agreed with Commissioner Bartlett philosophically "that the time has come to be concerned not only with the laudatory purposes of bills but also the fiscal responsibility of them."

- Commissioner Fine commented that Commissioner Bartlett's call for "fiscal responsiblity" by citing a hypothetical bill providing birdbaths, was inappropriate as it pertained to S. 2145 which involves bilingual and other educational assistance to Vietnamese children who are refugees as a result of American military foreign policy.

- It was pointed out by Commissioner Giles that the HRC is on record as having supported in the past legislation that would provide Federal financial assistance for gateway cities that have extra social burdens as a result of refugee and immigrant populations. (The HRC endorsed, and the Board of Supervisors endorsed, in late 1974, Congresswoman Patsy Mink's H.R. 9895, the New Americans Education and Employment Assistance Act, which would have provided such a program nationally.) This, she said, was one basis for consideration of S 2145.

- Commissioner Bartlett said that he would support the endorsement of S 2145, but that since he was expressing these concerns de novo, he would ask the Chairperson to consider his observations as a matter of policy, and perhaps have a policy statement for referral to the standing committees for use in recommending bills in the future with a view as to where the funds come from.

The followed considerable discussion on this point.

- <u>Request for Endorsement of HR 8949 by Congressman Roybal re: Assisting public education for Vietnamese and Cambodian regugee children</u> and

<u>Request for Endorsement of HR 7897 also by Congressman Roybal: Authorizing funds for the educational assistance of Cambodian and Vietnamese refugees</u>.

These two bills had not been acted on for lack of a quorum October 23rd. Recommendations for their endorsement by the HRC had come from the October 16th Youth & Education meetings.

Details of the bills were explained by Commissioner Giles. Each of these bills is still in the House.

Gail Roberts of the HRC staff explained to the HRC that the Cranston bill, S 2145 has the best chance of passage, provides more financial assistance, and is considered a "block grant" measure rather than specifically spelling out and restricting local educational agency programming.

- Commissioner McClain moved that HR 8949 and 7897 be "filed in favor" of S 2145, and his motion was superceded by the motion (which was seconded and carried) of Commissioner Giles that the two bills be discussed separately. It was then

*****m/s/c that HR 8949 be filed in favor of S 2145 and it was
m/s/c that HR 7897 be tabled.

Commissioners Fine and Giles voted "No" on the second motion above and asked that their votes be recorded in these Minutes. The vote was 6 to 2.

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*****It was pointed out by Commissioner Giles that HR 7897 was concerned with basic adult education for Indochina refugees, whereas HR 8949 and S 2145 were concerned with elementary and secondary students.

- Filipino Complaint Regarding English-as-a-Second-Language Instruction Requirements at City College.

Some Filipino students at San Francisco City College on April 4, 1975, filed a complaint with the HRC regarding English-as-a-Second-Language instruction requirement policies at the College. HRC Commissioner Mary Ganotise, and staff members Med Claveria, Chris Lamadora, and Gail Roberts received and discussed this complaint in the initial meeting.

The issues presented were:

1. That the graduation requirements (English requirement) be changed to eliminate the requirement for English-as-a-Second-Language for students who are Filipino, beginning in the Fall, 1975, semester;

2. That if an ESL placement test is given, it should be administered to all entering students, not restricted to foreign-born students.

3. That those who choose English 5A in lieu of ESL and find problems in coping with the class be given individual and group tutoring and other remedial assistance by the Philippine Studies and Samahang Pilipino; and

4. That an ESL program specifically tailored to Filipino needs be created.

These proposals from Mr. Icasiano, chairperson of the Philippine Studies department, were presented at the May 28, 1975 meeting of the City College Curriculum Committee; these proposals were defeated.

The SF City College ESL courses and units of each are as follows:

Courses	Units
1 Reading, 1 Grammar, 1 Writing	6
2 R, 2 G, 2 W	6
3 R, 3 G,	6
28	3
40	3

Students are assigned to these courses on the basis of a screening test administered prior to entrance for all students listing on their application a place of birth other than the United States or an English-speaking county who have not been noted by their high school counselor as fluent in English.

HRC staff Med Claveria and Gail Roberts proposed to the June 11, 1975, meeting of the Curriculum Committee that all students be treated uniformally regarding the English requirement; that is, that either all students or none be required to take English or ESL courses in the first semester. Presently students who are placed at the level of English 5 or English 6 are not required to take an English course in their first year at City College. It was m/s/c by the Curriculum Committee that the matter be postponed to the meeting closest to November; this item was scheduled for its October 29th meeting. A revised proposal, that students who are placed in either ESL 28 or ESL 40 on the basis of the screening test do not have to take an ESL course their first year at City College, was presented to the October 29th Committee meeting; this proposal was defeated. The President of City College, Dr. Kenneth S. Washington, intends to request reconsideration of this issue by the Curriculum Committee. Dr. Washington expressed interest in making optional enrollment in all levels of ESL.

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Commissioner Salomon announced that this issue will be discussed at the next Youth and Education Committee meeting on Thursday, November 13th at 3:30 p.m. in the Pierre Coste Toom, (Faculty Dining Room, 1st Floor Rear, Smith Hall) at City College of San Francisco, 50 Phelan Avenue. Invited to present their views at that meeting with be representatives of the College faculty (both those who favor and oppose the ESL requirement) and students. A report of its findings will be made at the next HRC meeting.

- Commissioner Mezey inquired why the Committee had not at this meeting scheduled a report on response to its recent letter (discussed at the HRC's October 23rd meeting) to the Board Education asking for an "explanation for the action of a majority of the Board" on the confirmation of five nominated administrative appointees by the Superintendent.

- Commissioner Giles reported that the Youth & Education Committee has received the position statements (in the form of three separate news releases from the Public Information Office of the School District) giving the respective reasons for the action of Commissioners Eugene S. Hopp, M.D., Dr. Lee S. Dolson, and Rev. Thomas A. Reed, S.J. Gail Roberts of the HRC personally talked with Commissioner Sam Martinez.

Commissioner Mezey said that she was not satisfied with the three written statements and felt they did not adequately cover the administrative issue at the Board. She asked if the Committee will follow-up on its letter.

Commissioner Fine joined Commissioners Mezey and Bartlett in calling for Committee follow-up, and asking for review of the three written statements and for staff to obtain one from Mr. Martinez. Commissioner Sandoval concurred.

Commissioner Giles asked if the HRC felt there were racial overtones that should be explored (as alleged in the community). Commissioners Bartlett and Mezey spoke to this point, saying the HRC's affirmative action activities and past policy put this issue (the approval of the fire administrative appointees, few of whom were minority people) well within its purview. Grandvel Jackson, a former HRC staff member, and recently retired from the Community Relations staff of the School District, made such allegations before the HRC on October 23rd.

Gail Roberts reported that in her discussion with Mr. Martinez, he said there is no statement in writing on his position on the issue (of rejection by the Board of the Superintendent's appointees), but that his position is covered in a newspaper interview conducted with him on October 17th.

*****Commissioner Bartlett asked that copies of this interview be obtained for the HRC.

EMPLOYMENT

The very Rev. C. Julian Bartlett and Rabbi Albin I. Fine Co-Chairpersons

- <u>Status Report: Annual Ethnic Employment Pattern Survey of City Civil Service Employees</u>.

The HRC had conducted this survey regularly for a number of years prior to 1972, when the Equal Employment Opportunity Act gave the Equal Employment Opportunity Commission jurisdiction over local and State governments requiring specific reporting by the City on the ethnic workforce breakdowns for the City to the Federal government.

The EEO-4 (the name of the Federal reporting form) Coordinating Committee of which the HRC is a member, also includes the Civil Service Commission, Controller's EDP, and more recently the Commission on the Status of Woman and the Mayor's office.

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The EEO-4 Coordinating Committee has encountered extreme resistance, even hostility, from some City departments in completing this report as required by the Federal government, Mr. Redus stated. It has been working on it since 1973 and it still is not finished. The survey is to cover the City's workforce as of June 30,1974. A major stumbling block has been the failure of departments to submit returns covering each employee, and returns fully and accurately completed.

At one point in recent months it was found that only 14,000 returns were in, whereas the City's workforce is approximately 21,000, requiring re-submission to the departments to obtain the extra completed forms.

The Mayor's Office and the Civil Service Commission Director Bernard Orsi are now working to get full compliance by City departments with the survey. The procedure now is moving along with more rapidity. To date reports have not been received as required from the Police Department (which had submitted incomplete forms) and the Public Utility Commission's General Office and Municipal Railway.

The HRC hopes this survey will be completed by February of 1976. Preliminary work on the survey for Fiscal 1975 has begun, but this cannot be implemented until the Fiscal 1974 is completed. The Mayor's Office did submit to the U.S. Department of Justice the incomplete Fiscal 1974 survey report covering 14,000 employees.

Two factors delaying completion of the survey, in addition to the strong resistance of some segments in City government, were the Federal requirements to provide data which previous surveys had not covered, and the Federal reporting date being changed from the calendar year to the fiscal year.

DIRECTOR'S REMARKS

- Bilingual Election Assistance

Director Mickins reported that the HRC's assistance to the Registrar of Voters in the November 4th City-Wide election had included:

- preparation of news releases advising citizens of the assistance available to persons needing language assistance in Spanish, Tagalog, Cantonese and Mandarin, and physically disabled persons.

- recruitment of bilingual judges and inspectors. Some 150 were on duty in precincts where concentrations of non-English-speaking persons exist.

- distribution through HRC community liaison staff of some 500 Chinese and 500 Spanish-language Voter handbooks to community agencies

- translation of news releases by HRC staff into Spanish and Chinese

- appearance by HRC staff on Spanish and Chinese-language radio and television service announcement spots.

*****Commissioner Bartlett asked staff to determine the extent to which bilingual election judges and inspectors were utilized in the November 4th election.

- Complaint Case with the Pacific Telephone Company -

Director Mickins asked Commissioners Medearis, Bartlett, and Fine to confer immediately following this meeting to discuss continuing the investigation of this complaint.

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NEW MATTERS

- Commissioner Giles asked if a replacement for Vice-Chairperson Heilbron in that office had been selected.

*****It was agreed by Commissioners that since a Nominating Committee will be selected soon by the Chairperson to make nominations for new officers for 1976, that there was no need to choose a new Vice-Chairperson for the rest of 1975.

- Former Commissioner and Chairperson Leonard Kingsley was in the audience and was tendered the official welcome of the HRC.

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, November 20, 1975 at 9:15 A.M. in the Commission Room of the Main Library. This is the third rather than the fourth Thursday of the month. The December meetings will also be the first and third Thursdays of that month (because of the Christmas Day Thursday conflict) on December 4th and 18th.

STANDING COMMITTEES

Employment	Thursday, November 13, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, November 13, 1975 3:30 P.M. Pierre Coste Toom (Faculty Dining Rm, First Floor, Rear, Smith Hall) City College of San Francisco 50 Phelan Avenue - San Francisco and Monday, November 24, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Thursday, November 13,1975 9 A.M. HRC Office, Room 509 1095 Market Street -San Francisco
Social Programs	Tuesday, November 18, 1975 10 A.M. HRC Office, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, November 19,1975 4 P.M. HRC Office Room 509 1095 Market Street - San Francisco
Gay Advisory	Thuesday, November 18, 1975 Noon HRC Office Room 509 1095 Market Street - San Francisco
Adjournment	Respectfully submitted, Grant S. Mickins III via J Jack Casford

GSM:JC:mf
November 12,1975
Att: Recommended Policy Statement Regarding The Physically Disabled

POLICY STATEMENT REGARDING THE PHYSICALLY DISABLED

The Human Rights Commission, mindful of the inclusion of the physically disabled under its mandate through Chapter 12A of the City Administrative Code, and mindful of increasing public awareness of the importance of protection for and consideration of the rights of the physically disabled in this community, wishes to declare as policy that, henceforth,

---it will continue to counsel and refer complaints from the physically disabled,

---it will work actively with other agencies, public and private, which operate in the field of securing and protecting the rights of the physically disabled to employment, housing, education, municipal services, and the exercise of their voting franchise,

---and it will, on recommendation of any of its standing Committees, consider issues which are brought to it, or which it initiates, that pertain to increasing the rights of the physically disabled to participation in community life.

**Chapter 12A., Section 12A.3. Scope of Ordinance. "Physical disability" shall mean and include impairment of sight, hearing, or speech, or impairment of physical ability because of amputation or loss of function or coordination, or any other health impairment which requires special education or related services.

Adopted by the Human Rights Commission
November 6, 1975

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of November 20, 1975

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* NEXT MEETING: December 4, 1975 *
* Thursday *
* *
* Commission Room, Third Floor *
* Main Library, Civic Center *
* *
* NOTE: THIS MEETING WILL *
* START AT 9:15 A.M. *
* *

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NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meeting.

ROLL CALL

COMMISSIONERS

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Earl Livermore, Curtis McClain, Earl Raab, Darrell J. Salomon

Excused: Mary O. Ganotise, Joseph Garcia, Ben L. Hom, Edward Sandoval, Harvey Wong

Pledge of Allegiance

NOTE: Minutes of November 6, 1975 approved, with the following corrections:

- On Page 3, last paragraph, the name of Comissioner Mezey is added to those of Commissioners Fine and Giles in voting "No" on the endorsement of HR 7897, making the vote 5 to 3 rather than 6 to 2.

- On Page 5, the last sentence of the fifth paragraph, it should read Commissioner Salomon (not Sandoval) concurred.

COMMUNICATIONS

- From Susan J. Heller, Coordinator, Commission on the Status of Women, a copy of her letter to Robert B. Wilhelm, General Manager, St. Francis Hotel, noting the Commission's pleasure with the "more reasonable dress code policy for (its) female employees" adopted by the hotel. Director Mickins noted that the HRC has worked with the CSW to help resolve this issue.

From Lucille Abrahamson, President, Board of Education, informing that she had referred to Superintendent Alioto the HRC's status report on "Programs for the Educationally Handicapped and the Educable Mentally Handicapped."

- To Eugene J. Pacchetti, Vice President, J. G. Torres Concrete Construction Co., Mountain View, Ca, from Director Mickins on behalf of the HRC, notifying the firm of a show cause hearing set for November 25th to consider the complaint for alleged noncompliance with the City's Nondiscrimination Ordinance. Commissioners Giles, Fine and Medearis will sit on that show cause hearing.

- To U. S, Senator Alan Cranston, informing of the HRC's November 6th endorsement of S. 2145, the Indochina Refugee Children Assistance Act of 1975.

- To U. S. Representative Phillip Burton, a similar letter, which included the HRC's suggestion that he introduce an amendment to S. 2145 that would call for ascertaining the services needed by and available to Southeast Asian refugees and urging expansion of services as needed.

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COMMITTEES

HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Report on First Three Months of Fair Housing for Children Ordinance-Edith Witt

Ms. Witt, the HRC's Housing Representative, noted that the City of Berkeley recently passed an ordinance prohibiting discrimination in housing against families with children and she credited the work of San Francisco people (Fair Housing for Children Coalition) concerned with this issue with helping obtain this passage, as well as the experience in San Francisco under the Ordinance since August.

Ms. Witt reviewed briefly the activities of the past three years that led to passage by the City Board of Supervisors of the Children's Ordinance, including the role of the HRC. The purpose both of the Ordinance and the HRC, she said, was not only to help the individual children in the City and families with children, but also to help the City to progress towards becoming an integrated City.

After passage of the Ordinance, the Coalition and the HRC turned attention to the metropolitan daily newspaper classified advertising columns. The Ordinance prohibits owners or brokers or their agents to advertise rental units indicating "No Children" (i.e. preference for adults). An effort was made to inform the papers and advertisers of passage of the Ordinance (some people were told it had not passed; some did not know it had passed). A written statement of the policy of the San Francisco Newspaper Printing Company was received on October 13th from the Manager of the Classified Advertising Department. The policy as stated is that, "Upon receipt by us of advertising copy for publication which includes content that may be subject to the Ordinance, we will endeavor to inform the advertiser of the existence of the Ordinance and of its possible application....and invite the advertiser to modify language indicating a preference..."

Also following passage of the Ordinance an HRC volunteer, Anne Rubenstein, made calls to advertisers who still stated a "No Children" stricture and informed them of the Ordinance and its applicability. Most responses were positive, Ms. Rubenstein found, and people said they did not know about the Ordinance passage.

Ms. Witt displayed to the HRC copies of a classified rental ad section from a Sunday Examiner & Chronicle of several months ago, and of a section of November 19th. Black circles indicating ads with "No Children" or "Adults Only" stipulations covered the older section; only three such ads were found on two pages of the November 19th section. Based on Ms. Rubenstein's study, the HRC has made three complaints to the District Attorney's Office about advertisers who have persisted, after being contacted several times by staff, in advertising for "Adults Only."

These compared ad sections, however, don't necessarily mean that this form of discrimination has been eradicated, Ms. Witt said, but it is a first and visible form of evidence that the Ordinance is working and being obeyed.

The HRC has received a number of telephone calls from property owners asking for information on how to comply with specific sections of the Ordinance. Parents have called asking for information as well as reporting having met with discrimination. Three formal complaints have been filed with the City District Attorney by the HRC with the evidence it has gained from the complainants. This was agreed to by the Fair Housing for Children Coalition before the Ordinance, in order that the District Attorney staff might receive cases that already have some evidence gathered. Establishment of evidence, Ms. Witt pointed out, is difficult because it requires the complainant to take the initiative to press hir or her charges, and often these people are pressed to find a place to live.

The number of complaints has dropped dramatically, said Ms. Witt, another evidence of the success of the new Ordinance in reducing substantially discrimination against children. There remains, however, the use of more subtle devices such as saying apartments are already rented once it is learned children are among potential tenants.

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Ms. Witt said she hopes the Fair Housing for Children Coalition will continue to:

- exchange its collective and individual agency experience and information

- meet with representatives of real estate and apartment house owner groups to come to agreements on how to get wider acceptance of the Ordinance

- monitor and survey progress in the nondiscrimination field

- embark on a campaign of public information on the Ordinance and the responsibilities of all sides.

In summary, Ms. Witt said that the Children's Ordinance is working well, in fact much better than had been anticipated, and that, despite opposition expressed fears,

-- no rent increases had been made in rental units because of the Ordinance

-- no adults had left rental units because of rentals to children

-- no buildings had been abandoned by landlords rather than rent to children.

- Commissioner Livermore was informed, in response to his inquiry, that the American Indian Center had been contacted throughout the campaign to obtain passage of the Ordinance and that community members were welcome to participate in follow-up by the Coalition.

YOUTH AND EDUCATION

Sister Bernadette Giles and Darrell Salomon, Co-Chairpersons

- Board of Education's October 14th rejection of the Superintendent's Administrative Appointment Nominees

Commissioner Giles reported that the Committee, at its November 13th meeting, following up on HRC discussion on November 6th, had expressed concern that written statements issued by three members of the Board of Education (Commissioners Eugene S. Hopp, M.D., Dr. Lee S. Dolson, and Rev. Thomas A. Reed, S.J.) at a press conference, and subsequent release of these statements through the San Francisco Unified School District Public Information Office and provided, at its request, to the HRC, were insufficient responses to its inquiry for an explanation for their actions. A fourth Commissioner, Sam Martinez, had been contacted by HRC staff. The only written statement/explanation of his vote was contained in a newspaper article of October 15th.

The Committee had prepared the draft of a proposed letter to be sent to these four Commissioners on behalf of the HRC by Chairperson Medearis for discussion at this meeting.

There followed a long discussion by members of the HRC over the wording for this draft letter which was read in full by Commissioner Giles.

The text of this letter as re-drafted by Commissioners Giles and Salomon, encompassing the HRC viewpoints on what it should contain and how it should be worded, is:

Dear Commissioner:

The Human Rights Commission registers its strong disapproval of your failure to confirm persons nominated to administrative positions at the October 14th meeting of the Board of Education.

The Commission feels that political patronage has no place in the selection of those who administer our schools. Dr. Alioto accepted the superintendency with assurances that he would be free to select his own team. It seems self-evident that no superintendent can carry on his administrative function effectively when hamstrung in this manner.

Moreover, as reported to this Commission, the failure to confirm these appointments has had the unfortunate collateral effect of raising an appearance of racism in the actions of the majority of the Board.

The Human Rights Commission respectfully requests a further, personal explanation for your actions, thanking you in advance for responding at your earliest convenience.

Sincerely,

Rev. Victor L. Medearis, Sr.
Chairperson
HUMAN RIGHTS COMMISSION

- HRC Recommendation for Encouraging Development of a Single Screening Test for Incoming Students to Replace the English As A Second Language Test Required for Foreign-Born Students.

The Committee met on November 13th at City College to hear from a number of persons on the issue of the concerns of Filipino students about present City College requirements of foreign-born students that they take an additional test to the general admissions-qualification test and be enrolled in a English-As-A-Second-Language course. At that meeting were: James Billwiller, Dean of Instruction, John Callen, Acting English Department Chairman, HRC Commissioner Mary Ganotise, Dr. Jose Icasiano, Mildred Johnson of the Chemistry Department, Nell McCutchan of the ESL Department, Elizabeth Mariano also of the ESL, ten students, Dr. Kenneth S. Washington, President of City College, and Victor Chow of Life Science.

The Committee asked that the HRC adopt a Resolution encouraging City College of San Francisco to develop a single admissions test, containing an oral English-competency component, which would be given all incoming City College students. Such a test would then replace the English-As-A-Second-Language test presently required of foreign-born students.

It was

**** m/s/c that the HRC encourage City College of San Francisco to develop a single screening test for incoming students to replace the English-As-A-Second-Language test required at the present time for foreign-born students. Attached to these minutes is the formally-worded resolution.

The vote was 9 to 1, with Commissioner Salomon voting No.

- HRC Recommendation that a Task Force Be Established by City College to Establish Dialogue with Filipino Students.

The Committee asked the HRC to adopt a Resolution asking the President of the City College of San Francisco to establish a task force charged with, but not limited to, seeking dialogue between the College administration and Filipino students. Among those serving on such a task force should be representatives of the City College administration, the Samahang Pilipino organization at City College, and the HRC. The Committee suggested that this Resolution contain a number of issues this task force should consider.

There followed a lengthy discussion by Commissioners of the proposed Resolution and the suggested issues for the task force.

Gail Roberts of the HRC staff pointed out that four of the issues listed had been proposed by Dr. Jose Icasiano, chairman, Philippine Studies Department, City College of San Francisco.

It was

**** m/s/c that the HRC adopt the Resolution (as amended). The full text of the Resolution is attached to these Minutes.

EMPLOYMENT

The Very Rev. C. Julian Bartlett and Rabbi Alvin I. Fine, Co-Chairpersons

- Report on the Bayview-Hunters Point Memorandum of Agreement-Stanley Lim

Mr. Lim's extensive report, an evaluation of the Memorandum of Agreement as it applies to City construction contracts in the Bayview-Hunters Point area, included a narrative (a full copy of which is attached to these Minutes) with supportive tables of statistics covering resident and ethnic breakdowns by contract job, by trade, by craft and classification, and showing the placement of resident apprentices by the Affirmative Action Program (AAP) staff over the five years 1971-1975.

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Mr. Lim summarized his narrative report, including discussion of the contents of the Memorandum of Agreement which was negotiated by labor, management, and community interests in late 1970. The Agreement is due to expire on November 25th, but Mr. Lim said that it will be renewed automatically for one year as none of the three parties decided to terminate or re-negotiate it.

The most unique part of the Agreement is the employment goal on all covered work. It states that parties to the Agreement "will use their best efforts...to assure that no less than 50% of the work force in each craft... will be recruited from among residents of the Model Cities Project area."

One of the shortcomings in the Agreement, said Mr. Lim, is that not all of the construction trades are included. There is a lack of clear guidelines in enforcing the Agreement as far as unions and management are concerned. Trades not included were seven in number, including the Laborers' Union, Operating Engineers, Pile Drivers, Elevator Constructors, Construction Teamsters, Cement Masons and Asbestos Workers.

Mr. Lim's report states that the "ambitious employment goal of 50% residents per craft was important from the community's standpoint, but this has been the most misunderstood part of the Agreement. It should be viewed as a goal and not intended as a fixed numerical quota in that context."

The major problem area, said Mr. Lim, is the lack of full cooperation of the Administrative Committee, as is required. It has been difficult for the past two years to get this Committee to meet, let alone make decisions. The Craft Evaluation procedure has not been fully utilized, as well. Further, there has been a failure to organize a pre-apprenticeship training program and the community thus has no job-ready reservoir to fill the manpower needs. There also, said Mr. Lim, has been poor coordination of manpower activity between all of the three parties to the Agreement. Failures to follow through with employers' requests for residents, he said, are not uncommon. Without the evaluation process, Mr. Lim stressed, there is no avenue for a potential journeyman to become a union member.

The highest proportion of residents in City contract jobs in the Bayview-Hunters Point area was 49.5% in September of 1972. The lowest was 34.4% in March of 1975. The median resident employment was 40%, which is 10% below the 50% goal.

The most encouraging aspect of trade-by-trade employment of residents is in the employment of resident apprentices. Most trades, from September, 1972, to September, 1975, maintained at least the 50% level, and in several cases, there was 100% resident employment.

Mr. Lim said, in summary, that based on the HRC's experience in monitoring this Agreement, it has not attained the intended goal in all the trades. Only in one of those years did the parties fulfull the goal in the majority of the crafts. Therefore, the employment of residents under the present circumstance is only partially successful. The simplest explanation, Mr. Lim said, is the lack of cooperation by the parties involved. He called on each party to share responsibility and to work with one another towards the common goals of the Agreement.

Mr. Lim said that the Employment Committee will be coming back to the HRC with a set of recommendations on the basis of this findings.

Mr. Lim introduced Calvin Hayes, director of the Affirmative Action Program office, and Rufus Garret, Senior Field Representative of the AAP, who responded to questions from the Commissioners. Mr. Lim expressed his thanks to Joseph Day, a past Director of AAP, and to Mr. Hayes and their field representatives for their assistance.

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SOCIAL PROGRAMS
Harvey Wong, Chairperson

- The next meeting of the Committee will be Tuesday, December 2nd at 10 A.M. at the HRC Offices, 1095 Market Street.

It was announced that the U.S. District Court has ruled that Filipino-veterans of American military service in World War II are entitled to American citizenship.

The U.S. Immigration and Naturalization Service had moved to deny their naturalization petitions and deport those living in the United States. The HRC had been supporting, by official action, the petition of the veterans, and heard a presentation from their representatives at an HRC regular meeting. Some 61 are in the Bay Area.

POLICE LIAISON
Earl Raab, Chairperson

- Report postponed to the HRC meeting of December 4th.

GAY ADVISORY
Eduardo Sandoval, Chairperson

- Report postponed to the HRC meeting of December 4th.

DIRECTOR'S REMARKS

- The HRC has been informed that Judge Mullins of the Superior Court has ruled that the HRC must provide the Women Organized for Employment a copy of the Affirmative Action Plan negotiated by it with the Fireman's Fund-American Insurance Co. The HRC had held that the details of the plan were to be kept confidential in agreement with Fireman's Fund and WOE had sued the HRC to obtain these materials. It is not known if Fireman's Fund will wish to appeal.

- Commissioner Mezey asked if either the Police Liaison or Gay Advisory Committees are considering community concern about a number of murders of gay persons in the City. Both Committees, it was reported, are doing so. The Gay Advisory Committee has scheduled three community meetings in the near future to discuss this and other such concerns.

- Mr. Mickins has been visited by the three members of the committee named by the 1975-76 Grand Jury to study the work of the HRC. They are: William Shapiro, chairperson, Ms. Elizabeth Carr, and Jesse Lemus.

- In response to the request from Commission Bartlett on November 6th, it was reported that the Registrar of Voters before the November 4th election mailed ballots in three languages to 270,000 registered voters asking for a return of request cards from persons who would need voter handbook and assistance in Chinese or Spanish. Some 1,700 of these cards were returned. The HRC worked closely with the Registrar's office in disseminating public information on the multi-lingual voting procedure assistance availability. Members of the HRC staff did translations of news releases, and distributed Spanish and Chinese voter handbooks through its Community Liaison workers. Those HRC staff members doing translations were: Luis Escobar, Maria Frias, and Blanca Torres (Spanish), and Chung Lee and George Man (Chinese).

- Carolyn Hom was introduced. She is joining the staff to replace an Affirmative Action Officer. It was pointed out that she is hired under the Comprehensive Employment Training Act (CETA) program as a Specialist II, at a salary under that paid an Affirmative Action Officer as a result of the City's setting of a salary maximum for the latter position. Efforts are being made to adjust her workload to avoid her doing work on a level for which she is not receiving equitable wages.

NEW MATTERS

- Commissioner Fine asked if the Youth and Education or Police Liaison Committee could take under immediate consideration the issue of the incidents reported recently of high school student attacks on passengers on Municipal Railway buses and streetcars.

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**** It was reported that HRC staff is serving on a Committee set up by the School District with the Police Department to study this issue.

NO REMARKS FROM THE AUDIENCE

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, December 4, 1975 at 9:15 A.M. in the Commission Room of the Main Library.

STANDING COMMITTEES

Employment	Thursday, December 11, 1975 9:30 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Monday, November 24, 1975 3:30 P.M. Thursday, December 11, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, December 9, 1975 9 A.M. - Rm 509
Social Programs	Tuesday, December 2, 1975 10 A.M. HRC Office, Room 509 - 1095 Market Street San Francisco, Ca
Police Liaison	Wednesday, December 3, 1975 4 P.M. HRC Office, Room 509 - 1995 Market Street San Francisco, Ca
Gay Advisory	Tuesday, December 2, 1975 12 Noon HRC Office, Room 509 - 1095 Market Street San Francisco, Ca
Adjournment	

Respectfully submitted,

Grant S. Mickins III
via
Jack Casford

GSM:JC:pa
11-25-75

Attachments: Evaluation of the Memorandum of Agreement as It Applies to City Construction Contracts in the BVHP Area

Resolution - Encouraging development of a single screening test for incoming students to replace ESL test administered to foreign-born City College students

Resolution - Seeking Dialogue Between City College of S.F. Administration and Filipino Students

M E M O R A N D U M

From the Office of the
HUMAN RIGHTS COMMISSION

1095 Market Street - #501
San Francisco, CA 94103
558-4901

Date: Novemb

To: Employment Committee Members &
Human Rights Commissioners

From: Stanley Lim
Contract Compliance Representative

Subject: Evaluation of the Memorandum of Agreement as It Applies to City Construction Contracts in the BVHP Area.

I INTRODUCTION:

The Bayview Hunters Point Memorandum of Agreement has been in operation for five years. This tri-partite Agreement was hailed as a breakthrough when it was first negotiated by labor, management, and community interests in late 1970. Whether it has achieved its goals and objectives is a concern not only to the signators but involved government agencies as well as the group it was designed to service, the residents of the community. The Agreement is technically due to expire on November 25. The Human Rights Commission played a major role in the development of the Agreement and must now take an analytical look at the past results and reccommend a course of action for the future.

The statute that created the Model Cities Program, which the Agreement is a part of, is a highly complex and extensive law. It covers a range of activities from civil service employment to community development. It will not be the intent of this paper to explore any area outside the involvement of the Human Rights Commission. What we will examine will be a part of the Model Cities Program, namely, the workings of the Memorandum of Agreement. Topics included in this evaluation will be: the creation of the Agreement; its operational mechanisms; a discussion of its strengths and weaknesses; the roles of various parties; problem areas; analysis of statistical results; conclusion and recommendations plus the result of an opinion poll of contractors.

Materials employed in this evaluation are mainly derived from Human Rights Commission records, files of the BVHP Affirmative Action Program office, interviews with members of the Model Cities Program and community residents.

II BACKGROUND:

The Human Rights Commission empowered, by an amendment to the Non-Discrimination Ordinance began actively monitoring City contracts in 1968. City contracts in the BVHP area prior to the memorandum of Agreement were under the same requirements as other City-wide contracts. The Model Cities Act (called the Demonstration Cities and Metropolitan Development Act, Public Law 89-754) became law in 1966. However, the implementation of resident employment did not arrive until the U. S. Department of Housing and Urban Development issued CDA (City Demonstration Agency) Letter No. 11 in November 1970. The contents of the Letter in summary, call for "maximum opportunities for employment of residents of the area (Model Cities) in all phases of the program and enlarged opportunities for work and training".....and that it shall "make marked progress in reducing underemployment and forced idleness....."

Even before the issuance of CDA Letter No. 11, the Human Rights Commission in the early part of 1970 was confronted with considerable confusion over the employment of residents in the Candlestick Park

Expansion project. By summer of the same year, negotiations were being held between labor organizations, representatives from AGC (Associated General Contractors of California) and the BVHP community. The initiator and catalyst was HRC's former director Mr. William Becker. The Memorandum of Agreement designed specifically to meet the resident employment need became official on November 25, 1970. Affixing their signatures onto the document were representatives of the BVHP Model Neighborhood (Model Cities) Agency, AGC and 18 members of the San Francisco Building and Construction Trades Council. Non-participating Council members included the Operating Engineers', Laborers', Pile Drivers', and four other unions. In addition, the Human Rights Commission, the Mayor's office, State Division of Apprenticeship Standards and the Apprenticeship Opportunities Foundation were designated as observers without vote as part of the Administrative Committee to supervise the implementation of the Agreement.

The San Francisco Board of Supervisors in August of 1972, nearly two years after the Agreement was put into operation passed a resolution officially endorsing the Model Cities resident employment plans for both the BVHP and Mission areas. (Note: No Mission Plan is in operation.)

III THE MEMORANDUM OF AGREEMENT:

A. Contents:

The contents of the Agreement are relatively straight forward. The purpose, as stated, is to enhance employment opportunities for residents of the BVHP Model Cities area; to increase long-range employment opportunities for such persons on construction work and to secure greater minority group representation into the skilled trades. The Agreement was to be applied to all "covered work" involving the use of governmental funds within the Model Cities area. (See Map - Index B, page 10). "Covered work" refers to all types of construction except building or repair of highways. Governmental funds used for construction in the area have been basically from the City, the San Francisco Redevelopment Agency (SFRA) and the San Francisco Housing Authority (SFHA).

The operational mechanism calls for the formation of two standing committees: An Administrative Committee to supervise the implementation activities and an Evaluation Committee for the purpose of conducting evaluations pertaining to particular crafts. Membership to these committees are selected from signators to the Agreement. The most unique part of the Agreement is the employment goal on all covered work. It states that parties to the Agreement "will use their best efforts.....to assure that no less than 50% of the work force in each craft.....will be recruited from among residents of the Model Cities Project area."

Other provisions in the Agreement include admission to full union membership of journeymen, new and limited experienced apprentices upon recommendation of the Evaluation Committee; pre-apprenticeship training through AOF; and cooperation in employing minority group persons within the Model Cities area.

The term of the Agreement is for a five-year period from the date of signature. It is automatically renewable on a year to year basis; unless any party serves notice to other parties of its desire to terminate or re-negotiate the Agreement in not less than 90 days prior to the original termination date of Agreement.

B. Strengths and Weaknesses of the Agreement:

The signing of the Agreement in late 1970 signaled in what was

then considered a bold concept in the relatively new field of contract compliance. Its significance lies in the fact that community, labor and management worked out an agreement acceptable to all. This was a remarkable achievement at the time when the so-called Home Town plans failed to materialize in this region. Thus its greatest strength is the expressed support from labor. Without it, no plan can truly work effectively. The ambitious employment goal of 50% residents per craft was important from the community's stand point. But this has been the most misunderstood part of the Agreement. It should be viewed as a goal and not intended as a fixed numerical quota in that context. The administrative procedure in securing resident journeymen and apprentices into the trades by the evaluation process was innovative and was a clear step to cut red tape. These elements when put together were hoped to propel the plan to great success.

While the parties were sincere in drafting the Agreement, it was not without short comings. The most obvious is that not all of the trades were included as parties to the Agreement. As mentioned previously, the operating engineers, pile drivers and laborers and at least four other trades are not part of it. This leaves some of the most important skills technically not bound by it, although spokesmen from these organizations had pledged full support of the Agreement. Then, there is the lack of clear guidelines. From the enforcement point of view, unnecessary confusion between the employer and the union, and between the union officials who signed the Agreement and its staff handling the dispatching of workers should be avoided. It could have been an oversight of the drafters not touching on this matter or could have been left for the Administrative Committee to deal with. Nevertheless, the Agreement has more on the positive side than the negative.

C. The Role of Labor, Management and Community:

The keystone in this three-party Agreement is the Building Trades Council and the individual unions. In our opinion, success or failure depends largely with the labor sector. Their function is to supply the required manpower needs through a pre-arranged procedure. It's assume that resident members shall have priority in dispatching over others regardless of the order in the out of work list. Unfortunately, strict adherence to this policy is not uniformly observed in the 18 craft unions. We find some are willing to cooperate completely and some non-committal. Disappointing to us is that after five years of operation, some local's lower echelon officials are still unaware of this arrangement.

The AGC and the various associations of subcontractors or speciality contractors are also playing an important role in the implementation of the Agreement. The general contractor and sub-contractors directly have the legal obligation to comply with the terms of the Agreement. Many of them entering a contract without realizing the full compliance responsibilities until pressure is exerted on them. Again, there is also a wide degree of attitudes between those who are willing and those unwilling to comply. In a survey relating to the Agreement conducted by us recently, we found that: 1) Most of the contractors agreed with the aims and goals of the Agreement but they also disagreed in the continuing use of it. 2) The majority concurred that the cost of the job has increased due to the employment of "50% residents" but only one of them indicated he will not be bidding contracts in the area in the future. Complete results from those responded are in Index A, page 8.

The role of the community, besides furnishing the manpower source, is also the chief advocate for resident employment. In a diverse community such as Hunter Point, there's also a divergent view toward

the Agreement. Although we find no disagreement over its objectives, there seems to be lack of a consensus as how to achieve it. On the one hand, there are some very dedicated people in the community--the officers and staff of the Affirmative Action Program (AAP)--for example, have continously and energetically worked to make the Agreement live up to its intent. On the other, there are those remain indifferent and passive.

In addition to the HRC, other non-parties to the Agreement (SFRA and SFHA) have been enforcing it to a certain extent in accordance with their regulations. However, neither of these agencies has provided statistics for us to compare or to comment on.

D. Problem Areas:

As true with any affirmative action plan, no matter how carefully written, its success depends on those who carry out the specific procedures. Some of the problems plaguing the Agreement since inception can be readily identified as follows: 1) The Administrative Committee is not fully operative as prescribed. 2) The Craft Evaluation procedure has not been utilized. 3) Lack of a pre-apprenticeship training program. 4) Poor coordination between the three parties.

All these areas are interrelated. The failure of one affects the other in the entire implementation process.

The Administrative Committee is the most important function of the Agreement. In the first three years of organization, we saw much enthusiasm and support by labor and management to make it work. Lately, the same enthusiasm has been eroding to a point where the Committee can hardly operate.

The community's early attempts to set up the Craft Evaluation Committee proved to be frustrated mainly due to the apparent lack of support from other parties. Without the evaluation process, there's no avenue for a potential journeyman to become a union member. Coupled with the failure to organize a preapprenticeship training program, the community really has no job-ready reservior to fill the manpower needs. The only exception in this respect was a successful training program set up by the plumbers' union in 1972 in which 10 community youths were trained and placed. That's hardly enough to accommodate the community's massive number of unemployed and underemployed residents.

In our evaluation, we find the three parties may be in communication with each other, it appears that one doesn't listen to the other. At least they show us no clear example of coordinating the basic activity--manpower delivery. Failure to follow through with employers' requests for residents are not uncommon. As we shall see later, much of those trades not in compliance with the resident employment goal can be traced to the lack of coordination between labor, management and community.

IV RESIDENT EMPLOYMENT IN THE PAST YEARS:

The Memorandum of Agreement was officially adopted in November 1970, but it was not applied to City contracts until almost a year later due to questions raised by Department of Public Works that the "rigid requirements" would increase the cost of contracts. The first City contract awarded under the terms of the Agreement was the Bayview (Dr. Charles Drew) School in September 1971. Since then there have been a total of over 22 contracts, in excess of $17 million awarded in the BVHP area.

For statistical analyses, we've selected six periods from

September 1972 to September 1975 of all work forces covering resident employment over these years. Whereas, we have analyses by ethnic breakdown with indicators for residents on a trade-by-trade basis for the same period. The former is presented in terms of numbers of persons employed while the latter in hours. The difference is purely technical, results were not altered in any significant way. By our past reporting method, the hours of residents were merged with persons of the same ethnic identification; residents were recorded in numbers only. It would be an impossible task to trace back and separate resident and non-resident hours at this stage. However, since September 1975, we have both groups' worked hours recorded separately along with the number of residents. Needless to say, the reader should be cautioned that these are period indicators and that fluctuations take place between each reporting period. Likewise, each period is a summation of several contracts in progress; that variations can be found from contract to contract.

On resident employment, the highest number reported was during September 1972 with 49.5% (47 out of 95 persons) in all trades. The lowest being March 1975 at 34.4%, or 38 out of 102. The median is about 40.0% residents over the four years.

Our examination finds the high-low trend closely corrolated with the type of construction going on from time to time; where the availability of resident workers becomes a factor. For example, in 1972, construction in the BVHP area mainly involved school, mini park and street improvement, which required heavy use of non-mechanical trades--carpenters, bricklayers and cement masons. These trades traditionally maintain a more flexible entry policy and can absorb greater number of apprentices than others. The higher percentage of residents--close to 50%--was achieved through more available apprentices in the community. From the latter part of 1973 to the present, most of the construction is now concentrated at Piers 80 and 94. The Port Commission contracts are vastly different from normal building construction. The use of operating engineers and pile drivers becomes predominate. In contrast these trades have fewer minority persons, let alone residents in their membership. The average number of residents employed in these trades was about 20% in March and September 1975.

While the over all trade-by-trade employment of residents may not be up to the stated goal of 50%, the most encouraging aspect of it is the employment of resident apprentices. We find that most trades from September 1972 to September 1975 maintained at least the 50% level and in several cases, 100% resident employment.

In itself, the employment of apprentices is definitely a positive trend, but at the normal rate it is not an ideal solution to the ultimate problem-compliance with the 50% residents per craft. Unless, A) the ratio of journeymen to apprentices be lowered from the current 5:1 and 4:1 in some collective bargaining agreements to 3:1 to allow more entry workers; B) the parties able to evaluate experienced residents into advanced apprentices or journeymen standing, the goal will not be easily met.

The term "resident" is defined as any person who has lived in the BVHP community for one year or more prior to employment. It's without regard to race or ethnic identification. Residents of this area are made up of Black, White, Spanish Origin, American, Asians and American Indians. A greater portion (estimated at 75%-80%) of them are Blacks. The least are Whites and Asians.

In our analyses also are data for all ethnic groups. Minority

groups fare better than residents in this respect when comparing the four-year results. The share of work for minority persons is as follows: September 1972: 63.0%; September 1973: 49.0%; March 1974: 57.0%; September 1974: 47.7%; March 1975: 43.0% and September 1975: 62.8%. It appears that "minority" employment was more easily implemented than "resident" employment.

In an unrelated way, we include a placement record of residents by the Affirmative Action Program office. It shows a five calendar-year period (partially completed for 1975) of residents into various projects in the area. The AAP, a community based organization, is sponsored by the U. S. Department of Labor with a grant through AOF.

The somewhat wide difference in the number of apprentices placed by AAP (note the years of 1972 and 1973) and HRC's records of resident apprentices can be explained by the fact that HRC records are for one period while AAP's is cumulative for one year. AAP also placed apprentices at other projects not monitored by HRC such as those awarded by SFRA, SFHA and in some cases, U.S. Naval Shipyard prior to its closing. Because of this factor, it's difficult to pinpoint the exact number of the AAP's placement in HRC monotored projects.

One parallel which can be drawn is the results of HRC's and AAP's activities in the years of 1972 and 1973 where the highest number of resident were recorded. AAP records indicate that the highest concentration was found in carpenters and cement masons, which is strikingly similar to HRC's.

V. CONCLUSION AND RECOMMENDATIONS:

It's evident that a program, even with the best of intentions, does not necessarily produce effective results. Based on our experience in monitoring the Agreement over the past four years, we can conclude that it has not attained the intended goal in all the trades. Only in one of those years did the parties fulfill the goal in the majority of the crafts. Therefore,the employment of residents under the present circumstance is only partially successful. The simplest explanation for this is the lack of cooperation by parties purported to cooperate. But more than that, it is a multi-faceted problem. Each party must share the responsibility; and each party must work with the other if the goal of the Agreement is to be lived up to.

Post Script:

Since renewal of the Agreement is automatic and none of the parties indicate its desire to renegotiate or to terminate the Agreement within the prescribed time, it's expected the Agreement will remain at its present form for at least another year.

We owed special thanks to Mr. Joseph Day, Mr. Calvin Hayes (past and present directors of AAP) and their field representatives for their assistance.

* * * * * *

SL:bct

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street, Suite 501
San Francisco, CA 94103
558-4901

R E S O L U T I O N

Encouraging development of a single screening test for incoming students to replace ESL test administered to foreign born City College students.

BE IT RESOLVED, that the Human Rights Commission petitions the City College of San Francisco to evaluate the content and predictive validity of the test instrument used for placement in English-as-a-Second-Language courses, with the goal of developing a single test, containing an oral English competency component, which could be administered to all incoming SF City College students. Such a test would then replace the ESL test presently administered to foreign-born students.

Adopted by Human Rights Commission of San Francisco
11-20-75
Resolution 4-75

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street, Suite 501
San Francisco, CA 94103
558-4901

R E S O L U T I O N

Seeking Dialogue Between City College of San Francisco Administration and Filipino Students

WHEREAS, the prime concern of the Human Rights Commission is that all students be made competent in the English language before graduation, and as early in the college career as possible, and that the techniques for achieving that competency might include specified issues; and

WHEREAS, effective dialogue appears not to exist between the City College of San Francisco administration and Filipino studens;

NOW, THEREFORE BE IT RESOLVED that the Human Rights Commission petitions the President of the City College of San Francisco to establish a task force charged with, but not limited to, seeking dialogue between the City College of San Francisco administration and Filipino City College students. Among those serving on such a task force should be representatives of the City College of San Francisco administration, the Samahang Pilipino organization at City College, and the Human Rights Commission; and

BE IT FURTHER RESOLVED THAT the following issues should be among the charges to this task force for investigation and discussion:

1. Whether or not that the graduation requirements (English requirement) should be changed to eliminate the requirement in Englis-as-a-Second Language for students who are Filipino,biginning as soon as possible;

2. Whether or not that, if an ESL placement test is given it should be admistered to all entering students, not restricted to foreign-born students;

3. Whether or not Filipino students should be permitted to take English 5A in liew of ESL;

4. Whether or not those who choose English 5A in liew of ESL find problems in coping with the class should be given individual and group tutoring and other remedial assistance by the Philippine Studies Department and Samahang Pilipino; and

5. Whether or not an ESL program specifically tailored to Filipino needs be created.

AND, BE IT FURTHER RESOLVED that another possible issue for exploration and discussion would be altering the ESL requirement for entering City College students. Also, the academic prescription for those who score below a given level on the screening test would need to be considered.

Adopted by Human Rights Commission of San Francisco
11-20-75
Resolution 5-75

12/75

HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of December 4, 1975

****
* NEXT MEETING: DECEMBER 18, 1975 *
* THURSDAY *
* *
* COMMISSION ROOM, THIRD FLOOR *
* MAIN LIBRARY, CIVIC CENTER *
* *
* NOTE: THIS MEETING WILL START AT 9:15 A.M. *
****

DOCUMENTS
DEC 19 1975
SAN FRANCISCO PUBLIC LIBRARY

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), The Very Rev. C. Julian Bartlett, Rev. George Bedford, Joseph Garcia, Sister Mary Bernadette Giles, Earl Livermore, Caryl Mezey, Eduardo Sandoval, Harvey Wong

Excused: Rabbi Alvin I. Fine, Mary O. Ganotise, Ben L. Hom, Curtis McClain, Darrell J. Salomon

It was announced that Commissioners Hom, Livermore, and Salomon have resigned from the Human Rights Commission.

Pledge of Allegiance

Minutes of November 20, 1975 approved, with the correction of adding the name of Commissioner Joseph Garcia as a co-chairperson of the Employment Committee. The name was omitted inadvertently.

STAFF

Present: Grant S. Mickins, Jack Casford, Ned Claveria, Jo Daly, Carole Ellison, Carolyn Hom, Pamela Lee, David Prowler, Wayne Redus Gail Roberts.

COMMUNICATIONS

- From Lieutenant Governor Mervyn M. Dymally, announcement of a December 6th meeting he will have with concerned citizens and organizations to begin developing a strategy for promoting employment legislation during the next State Legislative session. The meeting will be from 10 a.m. to 4 p.m. at the San Francisco Hilton Inn at the San Francisco International Airport. Information can be obtained from Ms. Margaret McCormack or Mr. Ted Carthen in the Lieutenant Governor's Office in Sacramento at (916) 445-9433. Mr. Mickins urged members of the HRC and its Employment Committee to attend.

- From Leandro P. Soto, Executive Director, O.B.E.C.A. Arriba Juntos Center, thanking Director Mickins for attending the Center's Tenth Anniversary dinner/ dance, and for supporting the work of the agency.

- From Henry Der, Executive Director, Chinese for Affirmative Action, thanks for the opportunity of presenting the CAA concerns to the Social Programs Committee on November 18th, and enclosing a copy of a letter sent earlier to other agencies about the CAA lawsuit against the City regarding the Voting Rights Act compliance.

- From Marian Lippman, Chairman, Jewish Community Relations Council, thanks to Director Mickins for appearing with other citizens in a public rally opposing the United Nations resolution equating Zionism with racism.

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- From Chinese Culture Foundation of San Francisco, to the Director, a form letter appealing for financial support.

COMMITTEES

EMPLOYMENT
The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, and Joseph Garcia
Co-Chairpersons

- Request for Endorsement and Support Relating to Proposed Amendments to the State of California Plan For Equal Opportunity in Apprenticeship.

Commissioner Bartlett in a brief introduction referred to the HRC's long record of addressing the inbalance of minorities in various vocations through the structure of the apprenticeship programs of trade unions.

Wayne Redus, HRC Coordinator of Employment, reviewed briefly the affirmative action work of the HRC in recent years with construction companies and building trades unions involved in City contracts, under the expanded mandate of the HRC's Nondiscrimination Ordinance which includes sex as a covered classification. He pointed out that the California State Plan for Equal Opportunity in Apprenticeship forbids discrimination on the basis of sex, but that the implementating language does not refer to sex. The Federal regulations also parallel this situation, with no implementation reference to affirmative action on the basis of sex.

The HRC, said Mr. Redus, has been one of the few governmental agencies, therefore, relating in a positive, specific way to the goal of women participating in apprenticeship.

Four speakers addressed the HRC on the proposal to amend the California Plan for Equal Opportunity for Apprenticeship to include women.

Ruth Drossel, Special Assistant to the Chief, Division of Apprenticeship Standards, State Department of Industrial Relations.

Ms. Drossel reviewed the background of this proposal.

Joan Graff, Attorney, Equal Rights Advocates, sent a letter dated July 17, 1975, to Alice Daniel, Counsel to the Governor, requesting that the Governor issue an Executive Order to include women in the body of the California Plan. (The California Plan is the implementing device for equal opportunity in apprenticeship for minorities and includes goals and timetables for minorities and sanctions for apprenticeship committees which do not comply.)

The concern for women in apprenticeship of the Department of Industrial Relations and the formation of the Women's Coalition for Apprenticeship and Training resulted in the formation of an ad hoc committee composed of representatives from the Department, the Division, and the Women's Coalition for Apprenticeship and Training with Joan Graff as its attorney.

This committee drafted a "Statement of Purpose" which is very clear in its intent, namely, to include women in the California Plan so that they can be afforded the advantages of the sanctions and the positive recruitment procedures used in the California Plan. Joint Apprenticeship Committees would be obligated to set a goal for women based on a set of guidelines not yet determined (but not based on population) which would not impin ge upon those goals set for minorities. Included in a committee's deliberations would be a consideration of the number of women who have applied and the nature of the trade.

This proposal was presented to the California Apprenticeship Council's Standing Committee which deals with women's issues. The committee voted to send the entire package to the Council for study and recommendations at its October meeting.

Although a formal hearing is not necessary for such action, the Council voted to hold a hearing during its regular January meeting to receive input from those groups which would be affected. In addition, since the California Plan is a part of Federal Regulation 29, Part 30, and must be approved by the U. S. Department of Labor, the Solicitor General's opinion will be requested.

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Although the Council voted unanimously to endorse the principles contained in the proposal, one should not presuppose that the Council will automatically vote to amend the California Plan after hearings are held.

It is imperative, said Ms. Drossel, that the Council receive input from a broad representation of those affected. Although testimony from women and women's groups is important, the vocal support of labor and employer groups is vital to the Council members' deliberations.

Other groups and agencies are considering or have already set goals for women in construction. Apprenticeship should be the means by which labor and management can fulfill these requirements, she said.

Women in California currently represent only .07 of 1% of all apprentices, Ms. Drossel reported, and out of 30,000 now on apprentice roles, only 280 are women. Minorities now form about 23% of California apprentices.

Even though goals are not the ideal way to correct unfairness and inequities in apprenticeship participation, Ms. Drossel said, they at this time are the only way. She stressed that goals for women would not be set across the board, but would be based on the number of women applicants for a particular trade i.e., there are relatively few women applicants to become ironworkers, but there are applicants for electricians.

Dorothea Hernandez, Director, Women in Apprenticeship Program of Advocates for Women.

Ms. Hernandez stated that the primary frustration of her work was that though women qualify and are placed on eligible lists for apprenticeship positions, it has been very difficult to move them onto jobs.

Women did not want to compete with and take jobs from minorities.

In two years, she said, her program has placed 44 women apprentices. There have been 1,700 applicants in that time. Some of them will have to wait two years for placement. She urged HRC support of the amendment under discussion.

Pat Walton, Coordinator of the Employment Opportunities Committee, Black Women Organized for Action.

Ms. Walton described the BWOA as seeking to further in the Bay Area and nation social, economic and political development of Black women. She briefly discussed the effects of long-term discrimination on Black and other minority people, and urged HRC support of the amendment.

Cecil Washington, member of the staff of the Bay Area Urban League. Mr. Washington presented a brief statement urging HRC endorsement of the proposed amendment.

Wayne Redus read two letters of support for the proposed amendment:

- From Madeline H. Mixer, Associate Assistant Regional Director, Women's Bureau, U. S. Department of Labor.

- From Bill Daly, on behalf of the Painter's Union, and as a member of the HRC Employment Committee.

There followed discussion by Commissioners.

Commissioner Livermore noted that the Plan text Definitions, by using the term "persons" rather than "he" or "she", had in a sense covered part of the concerns of this issue. He said his concern was any possible infringement of the placement of minorities. He suggested that women be included and placed under either minority or nonminority classifications.

Ms. Drossel stated that of the 280 California women apprentices, 22% currently are minorities. She responded to questions from Commissioners Mezey, Sandoval, and Garcia on specific points of the proposed amendment.

There was discussion on a suggestion by Commissioner Sandoval that the HRC ask that the proposed amendment include the requirement that minority

women receive equitable representation in the Plan. After some discussion, led by Commissioner Raab, it was agreed that the HRC would postpone any such recommendation until it had monitored the Plan to see if minority women are equitably served by it.

It was

**** m/s/c that the HRC endorse the Proposed Amendment to the State of California Plan for Euqal Opportunity in Apprenticeship.

Commissioner Garcia voted "no". The vote was 8 to 1.

- Ms. Drossel offered to provide the HRC with breakdowns of the placement of men, women, and men and women minorities.

- Commissioner Livermore asked that this material be sent to the American Indian Center.

- It was announced that the California Apprenticeship Council will hold a hearing on this proposed amendment on Friday, January 30, 1976, from 9 a.m. to noon at Hyatt Regency Hotel in Los Angeles.

SOCIAL PROGRAMS

- Recommended HRC Resolution Regarding Food Stamp Program

Copies of this recommended resolution were sent in advance to the HRC. The issue had been discussed at several meetings of the Committee, in response to widespread apprehension over a number of bills in the Congress, some with Administration support, that would reduce drastically the numbers of people who are eligible for Food Stamps.

It was pointed out, in response to Secretary of the Treasury Simon's widely-quoted statement at a Congressional committee that the Food Stamp program is a "haven for chiselers and rip-off artists," that the Agriculture Department found in a survey that fraud existed in only eight one-hundredths of 1 percent (.08 of 1%) of Food Stamps households. Further, 87 percent of all participants in the program had gross incomes under $6,000 a year, and "the great bulk" of those over that amount were in households of five or more.

It was

**** that the HRC adopt the Resolution Opposing Any Federal Food Stamp Legislation Reducing or Drastically Altering the Intent of the Program. The full text of this Resolution is attached to these Minutes.

- Recommended HRC Resolution on Multi-lingual Voting Assistance.

Commissioner Wong repeated the services that the HRC rendered in the way of translation, distribution of multi-lingual voting materials, and recruitment of bilingual voting judges and inspectors for the November 4th City-wide election.

The proposed Resolution was read in full by Jack Casford.

Henry Der, Executive Director of Chinese for Affirmative Action, addressed the HRC. He said that the proposed Resolution as read said "nothing" and that it was not what he expected would be written. He outlined in some detail the charges that the CAA, the League of Latin American Citizens (LULAC) and others are making against the City in a lawsuit, saying among other things that "there was an attempt by certain of our City officials to circumvent the law" (the Voting Rights Act of 1964 as amended in 1975, a few weeks before the November 4th election). CAA in August called for the City to establish a multi-lingual task force to recommend action on widening registration and voter participation by non-English-speaking citizens of the City. Mr. Der said the goals of CAA included not putting the burden of requesting bilingual voting information and assistance on the non-English-speaking citizen, by such things as asking them to return cards asking for such help. He charged that this burden adds another barrier to these citizens in participating in the electoral process.

-more-

Commissioner Wong said that before the November 4th election he received in the mail a postcard, written only in English, asking if he needed language assistance in Spanish or Chinese.

- Commissioner Bartlett spoke to the points raised by Mr. Der, saying that the charges (such as deliberate official circumvention of the law) he outlined and referred to in the lawsuit were indictments and that the HRC could not participate in them without due process. He denied that the Resolution said "nothing", and pointed out that it called for all City officials "to make every effort to plan for, and implement fully procedures required under the Voting Rights of 1964 as amended in 1975."

Mr. Der conceded in his response that there were "good faith" efforts by the City officials, the HRC, and other agencies to comply with the Voting Rights Act, but he insisted that they had been a "failure."

The ensuing discussion was joined in by Commissioner Raab (who made an amendment suggestion for the proposed Resolution) and Commissioner Giles, who asked if their statistics that showed the evidence that there were infractions (of the Act) or that certain numbers of persons were unable to vote. Mr. Der said he had no such information or statistics and that he felt the Registrar of Voters did not either. She suggested that Mr. Der trace back the basis on which a reported statement in the newspaper that "the election efforts (multi-lingual) were a conspicuous failure" was made.

Gordon Lau, attorney for CAA, also spoke to the HRC on this issue.

Commissioner Bartlett said that in his opinion any law that is going to seek to redress social wrongs (such as the inability of non-English-speaking persons to exercise their voting rights) is going to be very difficult initially to set up, administer, and work effectively. He said the key is if there is faith in the good intention of the City to implement the law, and that any indictment of these good intentions is a serious charge.

Commissioner Mezey stated her strong concern about active soliciation by the Registrar's Office of non-English-speaking persons to vote, and her desire that any HRC statement address the needs not only of the non-English-speaking but of all people to participate fully in the election process.

It was pointed out by staff that the HRC has made known to the Registrar's Office over a period of more than two years its concern about the relative inactivity of the Office in expanding its efforts to register more people and make registration easier and more convenient to all citizens, especially the non-English-speaking.

Director Mickins noted that the HRC had been concerned, at the Committee level, of not becoming a part of a lawsuit that already had been filed on this issue, however much it felt that CAA and other had raised some telling points overall. An affidavit on HRC efforts to aid the November 4th election had to be given by the HRC to the City Attorney's Office preparing its defense. Mr. Mickins said that the Court has to determine whether or not the City should have made more of an affirmative effort to facilitate non-English-speaking voters' participation in the election, and whether, if a good faith effort were made in the short time between the President's signing of the Voting Rights amendment and the election, it constituted an adequate preparation effort.

It was

**** m/s/c that the HRC adopt the Resolution (as amended) Regarding the City's Commitment to Assist Language Minority Voters in Participating Fully in All City Elections. The full text of the Resolution is attached to these Minutes.

It was

**** m/s/c that the Social Programs Committee be asked to consider more specific aspects of the alleged inadequacies of the City's multi-lingual election program, including the questions on non voters and bring back to the HRC another expanded resolution.

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- Recommended HRC Endorsement of HR 7891-Tax Relief for the Elderly/Disabled.

The purpose of this bill, currently before the U.S. House of Representatives' Ways & Means Committee, is to amend the Internal Revenue Code of 1954 to allow certain individuals age 65 or who are disabled a refundable tax credit for property taxes paid by them on their principal residences or for a certain portion of the rent they pay for their principal residences. The amount allowable as credit for any taxable year shall not exceed $500.

Carole Ellison answered HRC questions on the bill.

It was

**** m/s/c that the HRC endorse HR 7891

YOUTH AND EDUCATION
Sister Mary Bernadette Giles and Darrell J. Salomon, Co-Chairpersons

- Discussion of San Francisco Unified School District Suspensions and Alternatives to Suspensions.

Messers Walter Phillips and Robert Figone from the SFUSD, Pupil Services Unit, reported to the Committee the progress or lack of progress made in implementing the eight recommendations adopted by the HRC on November 7, 1974.

They reported:

- There still is an over-representation of Black students in the number of suspensions and especially male Blacks.

- Reporting procedures have been changed to no longer include only suspensions that have been made but the number of times that each pupil is suspended.

- Several alternative schools (Opportunity II, Downtown High School, and Unity Juhior) are functioning, but all have waiting lists.

- The Basic Skills Project, it is anticipated, will be operative in January.

- There is a State-mandated Student Attendance Review Board operating in the School District now working on analyzing numbers and reasons for nonattendance.

- In April the District distributed copies of the District procedures to implement the Supreme Court decision that states that students have the same legal rights as adults to be confronted by their accusers.

- Alternate education plans will be drawn up within six months. The Committee will continue to ask for periodic reports in this area.

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- Educational Assistance for Cambodian and Vietnamese Refugees.

Myrna Tsukamoto, SFUSD, Indochina Education Program, reported that the money has not been coming in. A Hotline was to have been set up to provide information for Vietnamese and Cambodian students seeking to attend college but the only response to date is "there is no money." The curriculum materials that were to have been ready and were ordered in September will not be available until February. Though thepicture currently is "bleak", Commissioner Giles said such a brand-new program has delays at the beginning and people are continuing to try to obtain the needed materials.

-more-

GAY ADVISORY
Eduardo Sandoval and Darrell Salomon, Co-Chairpersons

- Recommendations for Gay Representatives on each HRC Standing Committee.

The Committee passed a motion asking that each HRC Standing Committee have a member from the Gay community.

It was announced that the Social Programs Committee is studying this suggestion and that Youth and Education currently has a representative of the Gay Teachers' Caucus.

- Commissioner Bartlett suggested that this request can be handled by the Chairperson of the HRC in his role as appointing officer, and the Chairpersons of each Standing Committee.

- Community Public Hearings

Three public hearings to receive input and discussion on concerns and problems of the Gay community have been scheduled:

Saturday, January 17th:	Eureka Valley Playground 19th and Collingwood Auditorium - 11 a.m. to 1 p.m.
Monday, January 19th:	Redding Elementary School Auditorium 1421 Pine Street 6:30 p.m. to 8:30 p.m.
Thursday, January 22:	Lurie Room, Main Library Noon to 2 p.m.

The Gay Advisory Committee will publish its findings in March of 1976 and will report priorities to the full HRC in April of 1976.

- Recommended Resolution Regarding Appointments to the Fair Employment Practices Commission.

The Gay Advisory Committee at its December 2nd meeting discussed the fact that Governor Brown soon will be making two appointments to the Fair Employment Practices Commission, which consistently has rejected all complaints regarding employment discrimination based on sexual orientation.

On recommendation of the Committee it was

**** m/s/c that the HRC call upon Governor Brown to consider, when making his next appointments to the Fair Employment Practices Commission, an individual who would be sympathetic to the concept of expanding the meaning of the word sex, as used in the Fair Employment Practices Act, to include the meaning of sexual orientation.

DIRECTOR'S REMARKS

- Task Force on Juvenile Disturbances on Muni Vehicles

- Director Mickins has met a number of times with PUC Commissioner Dennis Carey and staff of the Public Utilities Commission in a task force of various City agencies created by the Mayor's Office to work out long-range plans to deal with the problems of violence against Muni passengers by some juveniles in the City. Two recent incidents have received wide publicity in the press, but preliminary information indicates that this has been a continuing problem. There is a core committee now established and it is hoped that members of the HRC can be involved. The School District and Board of Education also are involved. The consensus now, said Director Mickins, is that mere police presence is not the ultimate answer to control of these incidents and their causes.

- Issue of HRC Letter to Four Members of the Board of Education Regarding Their Negative Votes on Superintendent Alioto's Administrative Nominees.

The letter asking for personal explanations of the votes of each as directed by the HRC has been sent to them.

- David Prowler, a Specialist II under the Comprehensive Employment Training Act has joined the HRC staff assisting Edith Witt in the housing field.

- Pam Lee also under the CETA program as a Specialist I has joined the staff as a Community Liaison worker.

NEW MATTERS

- Police Liaison Committee Response to Chief of Police Scott's Announced Resignation.

Commissioner Raab reported that the Committee wishes to meet with the new Mayor immediately upon his election to discuss several matters that have been on its agenda with respect to the Police Department. For example, the Committee has been concerned with centralization of complaints to the Department in its Internal Affairs Bureau. The Police and the communities feel this is important. Last week, however, a new permanent order was issued in the department which de-centralizes the complaints handling.

It was

**** m/s/c that the HRC support strongly the efforts of the Police Liaison Committee to acquaint the incoming Mayor with the agenda of concerns about the Police Department and to express to him our desire to assist if possible in the establishment of criteria to be used in the appointment of a new Chief of Police, insofar as it applies to HRC concerns.

- Commissioner Livermore's Resignation

*** Commission Sandoval asked that an appropriate Resolution of Commendation be prepared to honor Commissioner Livermore's service to the HRC. Commissioner Livermore said it had been an honor to serve on the HRC.

It was

**** m/s/c that the HRC ask Mayor Alioto and/or his successor that in replacing Commissioner Livermore, urgent attention be given to appointing another representative of the Native American community.

- Nominating Committee

Chairperson Medearis named the following to the Nominating Committee for new officers of the HRC for the calendar year 1976.

Commissioner Raab, chairperson, with Commissioners McClain, Wong, Fine, and Giles.

REMARKS
REMARKS FROM THE AUDIENCE

Paul Hardman, Chairman of the Board of the Pride Foundation, and registered lobbyist for the California Committee for Equal Rights, addressed the HRC.

He discussed in detail the upcoming appointments (two now and two in 1976) that Governor Brown will be making to the Fair Employment Practices Commission and described two avenues of effort in the Gay community throughout the State:

1. To ask the Governor to declare by Executive Order that the law as it now stands in California is intended to protect all people regardless of their sexual orientation.

2. To ask the Governor to appoint new members to the FEPC who will interpret the present law to include the meaning that sex, as used in the FEPC act, means also sexual orientation.

On the subject of lobbying by church groups, Mr. Hardman advised the HRC that the FEPC ruling regarding lobbying under the Political Reform Act makes it clear that individuals representing church organizations cannot lobby in the area of human and civil rights unless they register as lobbyists. There is a specific prohibition, said Mr. Hardman, in the interpretation of the Political Reform Act (which established the FEPC) against churches, for example, lobbying in the areas of consensual sex, abortion, marijuana, drugs, etc. Their lobbying rights, said Mr. Hardman, are restricted solely to the protection of the public right to practice doctrine. He referred to the lobbying of the Concerned Christian Citizens, a group which militated against AB 489 (the consensual sex law).

- Director Mickins read an invitation sent to the HRC to attend the swearing-in of Darrell Salomon as a member of the Civil Service Commission on December 5th.

CALENDAR MATTERS

The next regular meeting of the HRC will be Thursday, December 18, 1975 at 9:15 a.m. in the Commission Room of the Main Library.

STANDING COMMITTEE

Employment	Thursday, December 11, 1975 9:20 A.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Thursday, December 11, 1975 3:30 P.M. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Housing & Urban Development	Tuesday, December 9, 1975 9 A.M. HRC OFFICE, Room 509 1095 Market Street - San Francisco
Social Programs	Tuesday, January 13, 1976 10 A.M. HRC OFFICE, Room 509 1095 Market Street - San Francisco
Police Liaison	Wednesday, January 7, 1976 4 P.M. HRC OFFICE, Room 509 1095 Market Street - San Francisco
Gay Advisory	Tuesday, December 16, 1975 12 Noon HRC OFFICE, Room 509 1095 Market Street - San Francisco
Adjournment	

Respectfully submitted,

Grant S. Mickins III
via
Jack Casford

GSM:JC:pa

HRC RESOLUTION

OPPOSING ANY FEDERAL FOOD STAMP LEGISLATION
REDUCING OR DRASTICALLY ALTERING THE INTENT
OF THE PROGRAM

There are before Congress currently a number of proposals to limit drastically the number of people who are eligible for Food Stamps. Should such proposals be adopted, the ability of large numbers of low-income families to feed themselves properly would be reduced substantially. Thus one of the primary goals of the Food Stamp Program, the improvement of the basic nutrition of low-income people, would be affected radically.

Many of the constituents of the San Francisco Human Rights Commission are either actually poor, or live on low incomes not far above the poverty line. Should such measures as currently proposed become law, the already difficult conditions under which poor, unemployed, and disadvantaged persons now are living in this City would be worsened.

The HRC, moreover, does not believe that arbitrarily reducing the number of people eligible for Food Stamps will have much effect in correcting such abuses as there are.

The HRC is taking no position on any specific bill, but wishes to be on record as supporting the Food Stamp Program strongly, as opposing administrative and legislative efforts to weaken it, and as deploring attacks on those who need it so desperately.

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Adopted by the Human Rights Commission
December 4, 1975

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HRC RESOLUTION

REGARDING THE CITY'S COMMITMENT TO ASSIST LANGUAGE MINORITY VOTERS IN PARTICIPATING FULLY IN ALL CITY ELECTIONS

The Human Rights Commission is already on record as being a strong advocate of the City officially taking all steps necessary to enable language minorities to participate in all stages of the electoral process.

In the most recent November 4th City-wide election, the HRC staff provided translations of public notices for the Registrar's Office, distributed hundreds of Voter Handbooks in Chinese and Spanish to community agencies, and recruited well over 100 bilingual persons to act as judges and inspectors.

However, there were some alleged failures and infractions of the spirit and letter of the law. For example, postcards allegedly were mailed in English only asking whether the recipient voter could read English or needed help. Such alleged infractions, if accurate, and the expressed concern of community groups suggest that the HRC should call again upon the City Registrar of Voters, and all City offices and departments involved in the electoral process, to make every effort to plan for, and implement fully procedures required under the Voting Rights Act of 1964 as amended in 1975.

The HRC is moved to join with many other private and public agencies in this appeal through its continuing concern for the rights of all people, including ethnic minorities with lack of or limited ability in English, to participate fully in all governmental processes, including the exercise of voting rights.

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Adopted by the Human Rights Commission
December 4, 1975

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HUMAN RIGHTS COMMISSION
OF THE CITY AND COUNTY OF SAN FRANCISCO

Minutes of the Meeting of December 18,1975

NEXT MEETING:	January 8, 1976 Thursday
	Commission Room, Third Floor Main Library, Civic Center
NOTE:	THIS MEETING WILL START AT 9:15 A.M.

NOTE: See under Calendar Matters Section of these Minutes the schedules of the HRC's regular standing committee meetings.

ROLL CALL

Commissioners

Present: Rev. Victor L. Medearis (presiding), Rev. George Bedford, The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, Sister Mary Bernadette Giles, Caryl Mezey, Earl Rabb, Peter D. Salvi, Rev. Charles C. Song, David K. Yamakawa Jr. Harvey Wong.

Excused: Mary O. Ganotise, Joseph Garcia, Curtis McClain, Eduardo Sandoval.

- New Commissioners attending this first meeting were introduced:
- Peter D. Salvi
- The Rev. Charles C. Song
- David K. Yamakawa Jr.

Each made a brief statement to the HRC

Staff

Present: Grant Mickins, Jack Casford, Ben L. Hom, Darry Lee, Stanley Lim, David Pecular Wayne Redus, Gail Roberts, Essie Thomas, Ed Vurek, Edith Witt.

Pledge of Allegiance

Minutes of December 4, 1975 approved.

COMMUNICATIONS

- From Robert F. Alioto, Superintendent of Schools, thanking the HRC for its Status Report on Programs for the Educationally Handicapped and the Educable Mentally Handicapped in the San Francisco Unified School District and attaching his staff review of the recommendations in the HRC report. Mr. Alioto said, "Hopefully, we will be able to implement those recommendations to which the staff is committed."

- From Mervyn M. Dymally, Lieutenant Governor of California, announcing the meeting of a volunteer Pro Tem Steering Committee of the Jobs Coalition which will be Saturday, December 20, 1975 at 11:00 a.m. at the Fresno Airport Marina Hotel. Director Mickins said the HRC would keep in contact with the Jobs Coalition work.

- To U.S. Representative Al Ullman, Chairperson of the House Ways and Means Committee, with copies to California Senators Cranston and Tunney and San Francisco Representatives John and Phillip Burton, notice of the HRC's action of December 4th urging passage of HR 7891, relative to property tax relief for persons 65 or disabled.

- From Joe Breiteneicher, Employment Law Center, reviewing the meeting between the Women Organized for Employment and the Human Rights Commission and the agreements on HRC action releasing to WOE the current affirmative action plan of Fireman's Fund-American Insurance Co., in compliance with the order of Judge Mullins of Superior Court. Mr. Breiteneicher said that

-more-

WOE and the Center were "impressed by your forthrightness and willingees to cooperate..."

COMMITTEES
HOUSING AND URBAN DEVELOPMENT
Caryl Mezey, Chairperson

- Proposed Demolition Ordinance (relative to Tenant Relocation Rights) Before Board of Supervisors - Edith Witt

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- Ms. Witt, the Human Rights Commission's Housing Representative for the past ten years, announced her retirement and that this would be her last HRC meeting.

She expressed her warm feelings towards Commissioners over the years who have chaired or been active members of the Housing Committee: William Porter, Gene Connell, Pastor Ross Hidy, Victor Honig Louis Heilbron, Leonard Kingsley, Mattie Jackson, and now Caryl Mezey. She thanked the HRC for its support of her staff work and Commissioners who have been actively involved in housing issues, like Commissioners Fine, Raab, Giles, McClain and Medearis, and said she regretted that she would not be working with the new Commissioners (Salvi, Song, and Yamakawa) who were attending their first meeting today.

Ms. Witt asked specifically that there be no formal resolution offered to her, since the HRC, "has a great virtue of not passing resolutions that remain just a piece of paper." This is, she said, "...a human event, not a paper event."

The issue of Relocation Rights for Tenants before Demolition is, Ms. Witt said, a most appropriate one for the HRC because it has, since 1966, sought a solution in work with community groups, the City Planning Department and the Bureau of Building Inspection, to the basic problem of what happens to tenants when they are displaced by demolition action of building owners.

Currently, property owners who wish to demolish their building meet only two requirements to obtain a demolition permit: that City Planning not have designated the structure a landmark, and that the Bureau of Building Inspection determine that the demolishment plan is safe for adjoining property.

From policy statements of the HRC since 1966 on this problem, Ms. Witt pointed out that, in 1967, the HRC said, "But decent housing in a decent living environment at a price he can afford to pay is the right of every human being." In a later 1967 Report to the Mayor by the HRC Housing Committee, it wrote, "Consider people instead of property the priority of all programs."

The basic provision of the proposed ordinance before the Board of Supervisors (with a do-pass recommendation from the Board's Planning, Housing and Development Committee) is that in order to obtain a demolition permit from the Bureau of Building Inspection, for a building of three or more units, owners will have to meet the additional requirement of assuring comparable relocation housing for low-income tenants (the income level is defined) who request such assistance. If a tenant contests offered relocation housing on the basis of the criteria of being decent, safe, and sanitary, and, as feasible, comparable in the way of rent, services, size and type of unit, location, and neighborhood, the Bureau of Building Inspection would be designated to investigate the physical condition and the HRC to investigate its functional comparability.

There followed extensive discussion by Commissioners on the proposed ordinance and the Committee's recommendation of a supportive HRC stand.

It was pointed out that the cost of relocation to owners will not be a universal one, since in practice very few buildings are demolished, and that persons who own buildings of three units or more are affected.

Commissioner Wong asked what distinction had been made of the effect such an ordinance would have on owners of one small building as opposed to corporations who own many large structures. It was explained to him by Commissioner Mezey that persons who own three-or-more-unit buildings are considered as being in business, and that they already have obligations as a result, among which are conformity to health, safety, fire protection, basic maintenance, and similar regulations.

Commissioner Yamakawa asked what happens when tenants are displaced as a result of a demolishment that takes place by public action, i.e. requiring the owner to demolish or acquiring the property and demolishing it. These tenants, it was reported,may apply for assistance, as would tenants under the proposed ordinance, to the Central Relocation Service. Neither under public code action enforcement (which has a tenant appeals factor to relocation) nor under the proposed ordinance, said Ms. Witt, are moving expenses or benefits paid.

Commissioner Rabb reiterated the HRC's long-standing concern for the effect of the zero housing vacancy rate, and its stand that nothing should be demolished in the City that provides low-income housing unless there is someplace for displaced tenants to go. It is, he said, not a punitive ordinance against the owner, but giving a responsibility to him and to the Relocation Service.

Commissioner Yamakawa pointed out that the owner of a structure has the option of selling his property, or; at his own, substantial expense, demolishing it.

Commissioner Bartlett began his position statement by saying it was made with some anxiety, and that the proposed ordinance "tended to be the kind of effort to assist real human distress which in popular reaction creats a situation in which to oppose seems to be cold-heartedness towards those who need redress of social or economic hardship." However, he said, he opposed the principle involved in the proposed ordinance, even while affirming a concern for the housing needs of the poor and the ghettoized people.

Commissioner Bartlett said that the felt it a "long step" for government to reach into what has been in our system an area of private enterprise and select (housing) one of the basic creature needs (food, clothing, housing) and exercise this kind of authority. He said that his stance was that private enterprise should not be asked to, in this case, provide relocation housing assistance to tenants who request it when hosing units are demolished, but that the government should.

Commissioner Wong concurred that government should provide this service to tenants, but not private owners.

There was considerable discussion stemming from the points of view of what government responsibilities should be and what should be those of private enterprise. Commissioner Rabb noted that with a diminishing source of housing to choose from for tenants, it becomes a public responsibility to enter the field, and said that in effect the proposed ordinance said no one can demolish if there is no place to move and that the owner and the Relocation Service will share this responsibility (relocation housing assistance).

Further comments were made by Commissioners Yamakawa, Giles, Wong, Mezey, and Fine. The latter noted that legislation already exists requiring certain criteria before an owner can demolish property and displace people. He said the proposed ordinance only added the human criterion to the other environmental criteria.

It was

*****m/s/c that the HRC support the efforts of community groups in San Francisco to alleviate the direct predicament of tenants faced with demolition of their residence, and that the HRC join the City Planning Department and the Commission on the Aging in support of Demolition Ordinance File No. 182-75 and urge its passage by the Board of Supervisors. The full text of this Resolution and supportive background material is attached to these Minutes.

- Commissioner Wong, before the vote, and after the Question had been called, requested that this Resolution be referred back to the Housing and Urban Development Committee. His Point of Order was overruled by the Chair.

- The vote on the Resolution was 9 Aye and 2 No. Commissioners Bartlett and Wong asked that their respective No notes be recorded.

- Commissioner Mezey read the following letter which will be sent in the name of the members of the HRC and HRC staff to Edith Witt:

Dear Edith:

Respecting your wishes to NOT have a formal luncheon or banquet or flowery resolution from the HRC as you retire from the staff, we won't offer you any of them. But we cannot let this occasion go completely unnoticed. Hence, this letter.

Quite literally, you have been the housing voice of not only this Commission, but, in many instances, of this community. The Commission's reputation as a spokesperson for decent, integrated, low-and-moderate-income, nondiscriminatory housing goals in the City stems directly from your initiative, your deep personal and professional dedication, and your leadership.

We think you are irreplaceable, but we will move on in this aspect of our commitment to human rights in this City, and we can do so with the object lesson of your work as our guide.

There are bonds of comradeship, professional association, and affection that tie all of us, - Commissioners and staff, collectively and individually, whether those now serving or those with whom you have worked in the past ten years, - to you.

We wish you great happiness in your new life, and we thank you for the extraordinary gift of your work.

Sincerely and With Gratitude and Good Wishes

HRC COMMISSIONERS AND STAFF

Commissioner Mezey presented Ms. Witt with a nosegay of forget-me-nots. There was a standing ovation for Ms. Witt during the presentation

YOUTH AND EDUCATION
Sister Bernadette Giles, Chairperson

- Discussion of Multi-Cultural Offerings and Curriculum Concerns.

Multi-Cultural In-Service Education was discussed in detail at a Committee meeting on December 11th. Contributing information were: Dr. Yvette del Prado, Assistant Superintendent, Curriculum, San Francisco Unified School District, and Dr. Fern Kelley Director, In-Service Education. Commissioner Giles paid tribute to the leadership abilities of Drs. Kelly and del Prado. Dr. Kelly distributed copies of materials on the Emergency School Aid Act (ESAA) Multi-cultural In-Service Operations for

1975-1976; In-Service Education 1974-1975; and Report and Development Sequence: Integrated Education. ESAA is a Federal program given to public school districts implementing a desegregation program. Parochial schools can qualify for ESAA aid by showing they have nondiscriminatory admission policies.

Five components make up the ESAA program in San Francisco: including counseling at the elementary school level; involvement of parents; reading programs to narrow the gap between students coming from different educational and social backgrounds and multi-cultural compnent.

The Commissioner stressed the vital need for in-service training for teachers to implement these programs and she paid credit to Dr. Kelly's direction of such a program. Virtually all the funding comes from the Federal program. The budget for SFUSD In-Service Education was: $272,515 from Federal-State sources, $4,600 from foundation grants, with only $32,520 from the District and $780 from the County for a total budget of $309,639. If Federal and State funding ceased, the Committee was told, multi-cultural education would no longer exist effectively.

It was

****m/s/c that the HRC call to the attention of the Superintendent of Schools and his administrative cabinet that multi-cultural education is supported primarly by Federal and State funds, and that it requests the inclusion in 1976-1977 District budget of funds for multi-cultural education.

EMPLOYMENT

The Very Rev. C. Julian Bartlett, Rabbi Alvin I. Fine, and Joseph Garcia, Co-Chairpersons

- Fisherman's Wharf Affirmative Action Agreement- Ed Vurek and Essie Thomas. The full text of this report, with statistical tables, is attached to these Minutes.

Mr. Vurek and Ms. Thomas have been the HRC Affirmative Action Officers working on this project and preparation of an extensive narrative and statistical report covering 1. The employment activities of restaurants involved in the Fisherman's Wharf Affirmative Action Agreement for the first two quarters of 1975 (January 1st. to June 30th), and 2. The negotiations for additional provisions to the Agreement and a description of the signed second-year Agreement.

Mr. Vurek paid tribute to Mr. Thomas Soules, Director of the San Francisco Port Commission,for the work his has done assisting the HRC in its work on these affirmative action agreements.

Commissioner Fine reviewed briefly the HRC's activity in this aerea (affirmative action in the employment practices of Fisherman's Wharf restaurants holding leases from the City through the Port Commission) since mid-1970.

A survey taken after the first Agreement showed that more than 50% minority new hires had taken place. A follow-up survey in 1973 included some non-lease restarants, and indicated that overall minority employment continued to improve but that upgrading to the better-paying or "visible" jobs was not happening for minorities or women. The new Agreement was signed in August of 1974. Final information on what it has achieved will be given the HRC as of December 31st.

The first two quarters of 1975 indicated that new hires were 53.2% minority and 30.3% women. Promotions were 86.7% minority and 26.7% women, and current trainees 90.9% minority and 9.1% women. Areas of concerns, pointed out by Mr. Vurek, are: training and promotion of women; low par-

ticipation by specific minority groups in promotion and training; and poor general performance by some restaurants. Blacks, Japanese, Filipinos, Spanish-Origin people are under-represented in promotions. Native-American Indians are unrepresented in virtually all categories. Finally, certain restaurants carry the load for others. While the overall statistics seem promising, few restaurants actually reflect the overall level of performance.

A new Agreement was signed October 24, 1975. Several lessees were absent, despite the fact, said Mr. Vurek, that the Port Director had informed them well in advance. HRC staff spent several weeks obtaining signatures from individual lessees. All signatures now have been obtained.

The basic change in the second-year Agreement is the establishment of the following goals, which apply to each restaurant:

Hiring - 50% minority; 30% women

Training - At least one trainee minority; at least one trainee women

Promotion - 60% minority; 40% women

The change in concept is that each lessee will be monitored in terms of specific goals, so that individual performance as well as group performance inclusive will be measured and reported by the HRC.

Mr. Vurek said also that training of employees is the responsibility of the nonunion restaurant signators under the new Agreement.

The next report will be given by HRC staff to the HRC at a January, 1976, meeting on activity by these signators through December 31, 1975.

- Commissioner Bartlett asked staff to determine whether the China Basin office building and the old Southern Pacific passenger terminal site were on land owned by the Port Commission of the City.

- It was announced that Ms. Thomas will be the monitoring staff person from the HRC who will give the in-depth report on the Wharf Agreement in January, 1976.

- Commissioner Fine paid tribute to Mr. Vurek and Ms. Thomas for their work and for the high caliber and thoroughness of this report.

It was

*****m/s/c that the HRC formally thank the Port Commission, the participating unions, and the Wharf leasees for their continuing cooperation and interest in this program.

DIRECTOR'S REMARKS

- National Labor Relations Board Ruling Regarding Employee Rights in Esprit de Corps Company

The HRC has in the past been involved in concerns for the basic employee rights of Chinese women employed in this dress-making company. After long litigation, and the closure of the company, a recent ruling by the NLRB has stated that the company must re-open and that it must pay back salaries of its employees.

- Possible Loss of Equal Employment Opportunity Commission Funding of an Affirmative Action Officer and Clerical Staff Support at the HRC

Director Mickins was informed by letter December 9th that funding by the EEOC of these two positions will cease as of December 31st. Director Mickins has stated that the basic conflict during the several years of funding has been the EEOC's individual complaints caseload

approach and the HRC's goals of trying to meet affirmative action needs on a wider basis.

Commissioners expressed dismay at the possibility of losing these two important staff positions, and Mr. Mickins said he had earlier requested an extension from EEOC. He also was asked to communicate directly with San Francisco's Representatives in Congress urging them to contact the EEOC on our behalf.

Commissioner Bartlett noted that these two positions would be lost in addition to the current City hiring freeze for all job slots vacated which means that two more HRC positions cannot be filled.

The HRC has never, he stressed, since 1968, had an increase in professional staff positions, despite the widening of its duties and of the nondiscriminatory categories, such as the addition of sex, sexual orientation, and physical disability.

- It was agreed by all Commissioners that the Chairperson and the Director are authorized to make every effort to impress on the Mayor's Office, the Board of Supervisors and others the seriousness of the HRC staff status in light of the loss and/or hiring freeze of the above-mentioned positions.

Director Mickins pointed out that there are only 12 permanent HRC staff positions (two of the original 14 are affected by the hiring freeze) and that the 30-some other positions held under Comprehensive Employment Training Act funding do not offer security, fringe benefits, sufficient salary levels, etc., and that people holding them naturally look for other work.

- Muni-Youth Task Force

Mr. Mickins and Gail Roberts of the HRC staff have formed a Muni-Youth Task Force, called for by Mayor Alioto to find solutions to the problems of social violence among some juveniles in the City manifesting itself recently in highly-publicized physical attacks on passengers of the Muni Railway.

The members of the this Task Force are: Dennis Carey, of the Public Utilities Commission, George England, Security, PUC; Lieutenant Dennis O'Keefe, and Lt. George Rusko of the Juvenile Bureau; Sgt. Henry Williams of the Police Community Relations Bureau; Larry Martin, President of the Local 250a Muni Transport Workers; Hank Marshall, SFUSD; Jim Tucker, Juvenile Court; Fred Gray and Booker Neal, U.S. Department of Justice Community Relations Unit; Percy Piukney and Carl Werthman, Special Assistants to the Governor; Tim Dupree of the San Francisco Community Coalition.

It is hoped that this Task Force will be chaired by a member of the HRC. There is a tentative committment the that community service organizations will contribute $50,000 each to create street work programs for youths working with schools, the Juvenile Court, the police and others. Funds will come through the Youth Service Bureau of the California Council on Criminal Justice.

NEW MATTERS

- After a reading in full by Commissioner Raab,

it was

*****m/s/c that the HRC adopt a Resolution of the Human Rights Commission of San Francisco in Commendation of Earl Livermore.

The text of this Resolution is attached to these Minutes.

- Darrell Salomon, a former member of the HRC, and recently-appointed

member of the Civil Service Commission, addressed the HRC. He expressed his enjoyment at serving as a member of the HRC, and that it was with some regret that he left the HRC. His primary consideration was that his new appointment would produce two things: to build a bridge between the Civil Service Commission and the HRC,and to effectuate some of the programs that the HRC has attempted to get put into practice at the CSC level. Mr. Salomon said that he had learned while at the HRC that many problems that affect the rights of individuals in the City are blocked at the door of the CSC. Thus he said he thought this would be an opportunity to build this bridge with the HRC. He indicated his interest in remaining in contact with the HRC, to receive its materials, to participate in meetings of some of the committees as an observer, and to keep tabs on what the HRC is doing so that "we can work together effectively..." Mr. Salomon said "I think the winds of change are upon us and much of that change bears on the work of this Commission and the effort of this Commission to humanize our departments, our Police force for example,to be sure that rights of individuals are protected,..."

- Commissioner Giles announced that a Special Meeting of the Youth and Education Committee will be held Monday, January 5, 1976, at 3:30 p.m. at Grace Cathedral. Guests will be Dr. Dolson and Fr Reed, Commissioners of the Board of Education from whom the HRC has sought a more adequate explanation of their votes to reject a number of staff appointee-designates of the Superintendent of Schools. She urged members of the HRC to attend.

- The HRC members also were reminded of the public community meetings the Gay Advisory Committee will sponsor on January 17 in the Eureka Valley Playground Auditorium at 11 a.m.; January 19th at the Redding Elementary School Auditorium at 6:30 p.m.; and January 22nd in the Lurie Room of the Main Library at Noon.

STANDING COMMITTEES

- The next regular meeting of the HRC will be Thursday, January 8, 1976 at 9:15 a.m. in the Commission Room of the Main Library.

For Standing Committee Meeting Schedules, see next page.

STANDING COMMITTEES

Employment	Thursday, January 15, 1976 9:30 a.m. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco
Youth & Education	Monday, January 5, 1976 3:30 p.m. Thursday January 15, 1976 3:30 p.m. Cathedral House Library Grace Cathedral 1051 Taylor Street - San Francisco.
Housing & Urban Development	
Social Programs	Tuesday, January 13, 1976 10:a.m. HRC Office, Room 509 1095 Market Street -San Francisco
Police Liaison	Wednesday, January 7, 1976 4.p.m. HRC Office, Room 509 1095 Market Street - San Francisco
Gay Advisory	Tuesday, January 6, 1976 12.00 Noon HRC Office, Room 509 1095 Market Street-San Francisco

Adjournment

Respectfully Submitted

Grant Mickins, III

via

Jack Casford

GM: JC:mf

Attachments - Relocation Rights for Tenants Before Demolitions
- Status Report Prepared by HRC Staff-Programs for Fisherman's Warf Affirmative Action Agreement Report
- Resolution of the Human Rights Commission of San Francisco In Commendation of Earl Livermore.

CITY AND COUNTY OF SAN FRANCISCO

M E M O R A N D U M

From the Office of the
HUMAN RIGHTS COMMISSION

1095 Market Street #501
San Francisco, Ca. 94103

Date: December 3, 1975

Human Rights Commissioners

From: Ed Vurek and Essie Thomas

Re: Fisherman's Wharf Affirmative Action Agreement Report

This report covers:

a) The employment activities of restaurants involved in the Fisherman's Wharf Affirmative Action Agreement for the first two quarters of 1975 (January 1st to June 30th),

b) the negotiations for additional provisions to the Agreement and a description of the signed second year Agreement.

I BACKGROUND

Development of affirmative action procedures in the employment practices of Fisherman's Wharf restaurants has been an HRC project since mid 1970. These restaurants have leases from the Port Commission and are covered by Chapter 12.B of the San Francisco Administrative Code. The first Fisherman's Wharf Agreement signators included representatives of fourteen restaurants, the Bartender's Union Local #41, the Waiters and Dairy Lunchmens Union Local #30, the Port Commission, the Golden Gate Restaurant Association and the HRC. The Agreement included nondiscriminatory referral procedures with unions, notification of job openings to HRC, notification of terminations to HRC and participation of the restaurants in a six month survey - report. Specific goals were not a part of the Agreement. There was some difficulty in obtaining the survey information. When finally obtained, the information indicated over 50% minority new hires.

A follow-up survey conducted in 1973 included some non-lease restaurants with those involved in the Agreement. The survey indicated that overall minority employment continued to improve, but that upgrading to the better paying, or "visible" jobs, was not happening for minorities or women. In fact, the non-lease restaurants were doing better in these areas than the Agreement restaurants. The report on this survey indicated that the HRC was negotiating with the involved parties to develop a more specific and effective Affirmative Action Agreement.

The new Fisherman's Wharf Agreement was signed in August, 1974. Signators included representatives of restaurants with leases, the collective bargaining agents and the HRC. A general Agreement covered most of the restaurants. The World Trade Club signed a separate, but identical, Agreement, because the organization is not solely a restaurant. Victoria Station signed a separate Agreement, because of its non-union status, which deleted the union referral and training procedures. The new Agreement included specific recruitment procedures, training procedures, quarterly reports on hiring and promotion, annual in-depth reports on overall employment and agreement to set specific employment goals after the first year. The first report was given in April, 1975, and included in-depth information on specific job categories. Comparative information will be obtained as of December 31st, 1975.

II CURRENT REPORT

The survey for the first two quarters of 1975 includes statistics on new job applications, new hires, terminations, applications placed in the Affirmative Action File, promotions and current trainees, categorized by race and sex. This information was a basis for establishing specific employment goals for the second year of the Agreement. The statistics indicate that new hires were 53.2% minority and 30.3% women. Promotions were 86.7% minority and 26.7% women, and current trainees 90.9% minority and 9.1% women. This is the first report on quarterly surveys. There is no direct comparison to earlier reports since different information is requested.

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Areas of concern as indicated by the statistics are training and promotion of women, low participation by specific minority groups in promotion and training, and poor general performance by some restaurants. Blacks, Japanese, Filipinos, and Spanish-Origin people are under-represented in promotions. Native-American Indians are unrepresented in virtually all categories. Finally, certain restaurants carry the load for others. While the overall statistics seem promising few restaurants actually reflect the overall level of performance.

It was with these concerns in mind that the second year Agreement was developed.

III SECOND YEAR AGREEMENT

Two original signators are not involved in the second year Agreement. Expo #1 is out of business, and The Crow's Nest has been closed due to fire damage. There are two additional signators; Sinbad's, at Pier 2, and The Waterfront, at Pier 7. The Waterfront has a separate non-union Agreement.

The first meeting to discuss details of the second year Agreement was held on September 15th, 1975, at the Port Commission offices. Thomas Soules, Port Director, took the responsibility of informing all involved parties of the meeting and its purpose. There was a general discussion concerning the procedure for developing the second year Agreement and the obligations of lease holders to be signators to the final product.

The new Agreement was drafted by HRC staff. Copies were sent to some representatives of prospective signators for comments and suggestions. The most substantial comments come from Lynn Calandra, Education Coordinator of the San Francisco Hotel-Restaurant Labor Management Education Fund. Ms. Calandra discussed the draft Agreement with Joe Belardi, President of the Hotel and Restaurant Employees and Bartender's Union Local #2. Their discussions resulted in suggestions for changes, especially in language, which strengthened the Agreement. Human Rights Commissioner Joseph Garcia, Vice-President of Local #2, also expressed his concern for monitoring the individual efforts of restaurants, noting especially the lack of any Black bartenders on the Wharf.

On October 24, 1975, a meeting was held at the Port Commission for discussion and signing of the final Agreement. Several lessees were absent, despite the fact that the Port Director had informed them well in advance. Those in attendance approved the Agreement with minor changes. HRC staff members spent several weeks meeting with individual lessees to obtain signatures. Finally, all signatures have been obtained.

The basic change in the second year Agreement is the establishment of the following goals, which apply to each restaurant. Emphasis in overall minority goal attainment will be on groups currently underutilized within each restaurant and job category:

		Minority	Women
1)	Hiring -	50%	30%
2)	Training -	at least one trainee	at least one trainee
3)	Promotion -	60%	40%

Another change is that overall employment statistics, by race and sex, will be included in quarterly reports.

The change in concept is that each lessee will be monitored in terms of the specific goals. The individual achievement of goals will be as important as the overall statistics.

The next report will include the third quarter of 1975 and the indepth survey of all job categories, by race and sex, for 1975.

EV:mf

SIGNATORS TO FISHERMAN'S WHARF AGREEMENT

RESTAURANTS:

ALIOTO'S #8

CASTAGNOLA'S

FRANCISCAN

SABELLA & LA TORRE

STRADEL'S

SINBAD'S

BORRUSO'S LIGTHOUSE

FISHERMAN'S GROTTO

POMPEII'S GROTTO

SCOMA'S

TARANTINO'S

CARNATION DAIRY

FRANCESCHI'S

WATERFRONT

VICTORIA STATION

WORLD TRADE CLUB

OTHERS:

HUMAN RIGHTS COMMISSION

HOTEL & RESTAURANT EMPLOYEES
AND
BARTENDERS LOCAL #2

PORT DIRECTOR

EV:mf

FISHERMAN'S WHARF

QUARTERLY SURVEYS (1-1-75 to 6-30-75)

EMPLOYMENT INFORMATION

	BLACK M	BLACK F	JAPANESE M	JAPANESE F	CHINESE M	CHINESE F	FILIPINO M	FILIPINO F	NATIVE AMERICAN INDIAN M	NATIVE AMERICAN INDIAN F	SPANISH ORIGIN M	SPANISH ORIGIN F	OTHER NON-WHITE M	OTHER NON-WHITE F	CAUCASIAN M	CAUCASIAN F	TOTALS M	TOTALS F	TOTAL MINORITIES
I. NEW APPLICATIONS	32	13	40	27	62	30	14	5	-	-	15	3	12	11	247	355	412 (52.8%)	444	264 (30.8%)
II. NEW HIRES	12	1	5	4	34	7	7	-	-	-	24	4	7	2	51	43	140 (30.3%)	61	107 (53.2%)
III. TERMINATIONS	7	6	3	-	21	1	5	-	-	-	22	2	-	-	74	31	132 (23.2%)	40	67 (38.9%)
IV. AFFIRMATIVE ACTION FILE	6	1	2	3	9	3	3	-	-	-	7	3	5	1	-	42	32 (62.3%)	53	43 (50.8%)
V. PROMOTIONS	1	-	-	-	7	3	-	-	-	-	1	-	1	-	1	1	11 (26.7%)	4	13 (86.7%)
VI. TRAINEES	2	-	-	-	4	1	-	-	1	-	1	-	1	-	1	-	10 (9.1%)	1	10 (90.9%)

EV:bct
12-4-75

CITY AND COUNTY OF SAN FRANCISCO

HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street
Suite 501
San Francisco, California 94103
TELEPHONE 558-4901

December 18, 1975

RESOLUTION: RELOCATION RIGHTS FOR TENANTS BEFORE DEMOLITIONS

The Problem

After many years of work by community groups, the City Planning Department and the Human Rights Commission, there is now a proposed Demolition Ordinance before the Board of Supervisors, introduced by Supervisor Molinari at the request of community groups.

As things are now, when a property owner decides to destroy his residential building he has to meet only two requirements to obtain a demolition permit: the City Planning Department determines that the building is not a historical landmark, and the Bureau of Building Inspection determines that his plan for destruction is safe for the adjoining property and surrounding area. His only legal obligation to the people who are about to lose their homes is to give them a written notice to move.

Between 1971 through 1974, there were 388 buildings with three or more units demolished, a total of 3,119 units; about 1,250 of these units were destroyed by private market owners.

With the logic of market economics, most demolitions in San Francisco have been lower-rent places. Their destruction keeps diminishing the City's lower-rent housing supply and puts an undue burden on the evicted tenants. With an almost zero vacancy rate of lower-rent private housing and with long waiting lists for publicly subsidized housing, a tenant with a thirty-day notice to move may have an impossible choice: move to a worse place, move to a neighborhood he cannot survive in, pay more than he can afford, or have no place to go.

The victims of this situation are minority people, the old, the handicapped and the poor. Where they live is not only shelter but a network of survival: friends that lend a hand, language, a community, particular shops and food, neighborhood services.

Many demolitions in San Francisco are buildings where the owner or a series of owners has neglected maintenance for many years in violation of the housing code. Finally, he must abate the violations. Under present law, he has the choice: bring the building up to code or demolish it -- with no responsibility to the people living there, as if they did not exist.

At the same time, the tenants, and generations of tenants, have been paying the rents with which the owner pays his costs of doing business. In addition, the owner benefits by Federal income tax deductions for depreciation and other business expenses.

History of Human Rights Commission Policy

Since 1966 the Human Rights Commission has sought some solution to this problem. Its housing Commissioners and staff have worked toward this goal with community and neighborhood groups, the City Planning Department and the Bureau of Building Inspection to improve the demolition permit law.

Following are quotations from some of the policy statement on this subject adopted by the Human Rights Commission.

11/10/66 Statement on the Purpose and Structure of Relocation Services

"The determination of whether or not there is adequate re-relocation housing should include: a) consideration of the

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needs of people displaced by both public and private activity, and people normally seeking housing; and b) evaluation of how relocation plans will affect the inter-group patterns and relationships in the City".

8/24/67 Statement on Housing Without Relocation

"Most of the people displaced by public and private action are the poor, the disadvantaged, the discriminated against... But decent housing in a decent living environment at a price he can afford to pay is the right of every human being."

9/26/67 Report to the Mayor by HRC's Housing Committee

"1. Renew the living environment of the neighborhoods of the City for the benefit of the people living there, and thereby of the whole City, without intensifying slum and ghetto conditions elsewhere by mass displacement.

2. Provide the means for participation by the people of neighborhood in the planning and decisions that affect their lives.

3. Consider people instead of property the priority of all programs. Consider physical planning a consequence of social planning."

1/28/71 Resolution on the Planned Demolition of the Anna Lane Hotel

"Many residents of low-rent residential hotels and lodging houses are elderly people with inadequate incomes. The more they have to pay for rent, the less they have for food.

"Self-Help for the Aging, which serves elderly people in the downtown area, has declared San Francisco a disaster area in housing for older people."

6/24/71 Statement on Housing

"Pending completion of the study (on the availability of lower-rent housing by the City Planning Department), the Board of Supervisors should, in our opinion, declare a moratorium on demolitions, except where the safety factor is paramount."

7/13/71 Letter from HRC Director to Shell Oil Company regarding its Plan to demolish the Joyce Hotel for a gas station

"Involved are: the severe shortage of low-income housing, the continued erosion of the supply of low-rent hotel rooms without replacement (1,658 rooms last year), and continuously rising rents (beyoond the capacity of poor people to pay)."

10/3/73 Resolution on the International Hotel

"The situation is the same now as it was five years ago, except that decent housing is scarcer and more expensive....

"The City Planning Department's study of Chinatown housing in 1971 found:

1. An increase in population and a decrease in housing stock (mainly hotel rooms).
2. One-fourth of the population living in overcrowded units.
3. Sixty percent of the housing stock classified as substandard.
4. Rents increasing at 'an alarming rate'."

12/12/74 Conservation of Housing in St. Francis Hospital Expansion Plan

"In regard to the proposed St. Francis Hospital Expansion Plan, we trust that the City Planning Commission will give fullest

consideration to tis own policy and that of the Human Rights Commission to conserve the low income and moderate income housing supply."

Draft Demolition Ordinance File No. 182-75

The basic provision of this ordinance is that, from the Bureau of Building Inspection in order to obtain a demolition permit or a residential building of three or more units, an owner will have to meet the additional requirement of assuring comparable relocation housing for his low-income tenants who request such assistance; the relocation housing must meet the criteria of being decent, safe and sanitary, and must be, to the maximum extent feasible, comparable with the units being demolished in the way of rent, services, size and type of unit, location and neighborhood.

If an affected tenant contests the offered relocation housing on the basis of these criteria, the Bureau of Building Inspection is designated to investigate its functional comparability.

At present, the Tenth Draft As Amended of the ordinance is before the Board of Supervisors and has received a Do-Pass recommendation from the Board's Planning, Housing and Development Committee. Many provisions of earlier drafts have been deleted and many compromises have been made in the effort to achieve an ordinance acceptable to all parties involved.

Nevertheless, some property owners and real estate people continue to oppose this ordinance with the claims that they have the right to do whatever they want with their property and that there are costs involved in finding suitable relocation housing for their low-income tenents.

We have weighed these claims and the claims of the tenants involved--the poor, the old, the handicapped, the disadvantaged and discriminated against.

First, we are not dealing here with personal property, the demolition of which would have no adverse effect on other people or on our City.

Second, the cost of considering the health and safety of people by finding them another place to live is as legitimate a business cost as the expense of demolishing a building in a safe manner. Moreover, most property owners do not demolish their buildings and therefore will not incur such cost.

Recommendation

The Human Rights Commission supports the efforts of community groups in San Francisco to alleviate the dire predicament of tenants faced with demolition of their residence.

The Human Rights Commission joins the City Planning Department and the Commission on the Aging in support of Demolition Ordinance File No. 182-75 and urges its passage by the Board of Supervisors.

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Adopted by the HRC
12/18/75

CITY AND COUNTY OF SAN FRANCISCO
HUMAN RIGHTS COMMISSION OF SAN FRANCISCO
1095 Market Street
Suite 501
San Francisco, California 94103
TELEPHONE 558-4901

RESOLUTION OF THE HUMAN RIGHTS COMMISSION OF SAN FRANCISCO IN COMMENDATION OF EARL LIVERMORE

WHEREAS, Earl Livermore has served as a Commissioner of the Human Rights Commission of the City and County of San Francisco since October 24, 1968, and

WHEREAS, Commissioner Livermore, in his work with the Human Rights Commission, set a high standard of devotion to the concerns of the Native American community, and now moves on to his full-time involvement with the programs immediately affecting their well-being and progress,

NOW, THEREFORE,

BE IT RESOLVED, that the Human Rights Commission expresses its regret that Earl Livermore, after this long and dedicated service, finds it necessary to resign, and expresses its collective feelings of appreciation for his contributions to the cause of human rights.

Resolution Adopted December 18, 1975
by the Human Rights Commission of San Francisco

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